



GARLAND

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ANNUAL ACTION PLAN 2014

Community Development Block Grant
HOME Investment Partnership Program
Emergency Solutions Grant





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HOME Investment Partnership Program
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**CITY OF GARLAND
2014 ANNUAL ACTION PLAN**

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Narratives



City of Garland, Texas Annual Action Plan

The CPMP Annual Action Plan Includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations.

Narrative Responses

ACTION PLAN

Annual Action Plan includes the SF 424 and is due every year no less than 45 days prior to the start of the grantee's program year start date. HUD does not accept plans between August 15 and November 15.

Executive Summary 91.220(b)

1. The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

1. Executive Summary. The Consolidated Plan for the City of Garland is a comprehensive document defining the strategies designed to meet the City's affordable housing and community development needs. As stated in 24 CFR part 91.1 the functions of the Plan are: 1) A planning document for the jurisdiction, which builds on a participatory process among citizens, organizations, businesses, and other stakeholders; 2) A submission for federal funds under HUD's formula grant programs for jurisdictions; 3) A strategy to be followed in carrying out HUD programs; and 4) A management tool for assessing performance and tracking results. The Consolidated Plan guides the allocation of federal resources over the five year period.

The broad goals the City of Garland established in the Consolidated Plan for the years 2010 through 2014 are as follows.

2. Summary of Objectives by Outcome - Overview

Affordable Housing

Increase the supply of affordable owner occupied housing

- New Construction of 35 homes
- Homebuyer Assistance 75 household
- Acquire and rehabilitate vacant, single family homes for sale to low to moderate income households - 3 housing units (This is a new objective as of 2013)
- Homebuyer Education Classes to Section 8 Family Self Sufficiency - 50 people
- Homebuyer Education Classes - 180 people

Provide a broad spectrum of innovative, progressive housing programs to those who are homeless or at risk of homelessness.

- Provide Rental Assistance for Transitional Housing – 50 Households
- Provide Rental Assistance through TBRA – 6 Households
- Provide Homelessness Prevention Assistance- 450 people
- Provide Section 8 Housing Choice Vouchers 7,315 households

Assist low and moderate income homeowners to maintain safe and affordable housing

- Provide minor home repair grant program 65 housing units
- Provide rehabilitation loan program for rehabilitation to housing code – 60 housing units

Suitable Living Environment

Foster healthy, stable and physically attractive neighborhoods.

- Neighborhood Cooperative Projects –2,500 people
- Code Enforcement - 361,500 people
- Infrastructure Improvements – 50,000 people

Assist Neighborhood Residents with a broad spectrum of public service Activities

- Child Care
- Mental Health Services
- Health Services
- Youth Services
- Domestic Violence Services
- Substance Abuse Services
- Services for the Elderly
- Subsistence Payments

The totals for all public services is 4,250 people

Enhance the living environment of those living in homeless shelters

- Assist in providing quality operating necessities – 3,750 people
- Assist in providing essential services (see above)

Economic Opportunity

Create opportunities for low and moderate income people to become self sufficient

- Employment training 100 people
- Job skills Training 125 people

Create expanded job opportunities for low to moderate income residents

- Assist/facilitate existing businesses to expand production and create new jobs – 5 jobs
- Rehabilitate existing commercial buildings to attract new businesses to Garland to provide new jobs – 5 jobs

Other

Administer Grant Programs

- Complete Action Plans and CAPERs – 10 documents

Affirmatively further Fair Housing Choice through education, outreach, investigation and enforcement

- Seminars – 25 programs

Assist CDBG eligible Neighborhoods with the development of Neighborhood Plans

- 6 plans developed

Continue Participation with Metro Dallas Homeless Alliance

- Participate in Point in Time Homeless Count
- Attend Monthly Meetings of CoC

The Goals and objectives in blue print are new goals and objectives that were presented during the public meetings. Input from attendees was requested and was generally favorable. The new goals and objectives were added as an amendment to the Consolidated Plan.

3. Evaluation of Past Performance

The City of Garland has a long history of effectively using CDBG, HOME and ESG funding. The 2013 program year began October 1, 2013 and is the fourth year of the current Consolidated Plan. At the time of the development of the 2014 Annual Action Plan, the 2013 program year is still in progress. The data in the chart below demonstrates that the City has made substantial progress towards meeting the goals previously set and will meet or exceed expectations within the constraints imposed by funding.

PROGRESS TOWARDS ACCOMPLISHING GOALS

As of 07/30/2014

Housing Priority I - Availability.	Accomplishments	Outcome Measures
1. Construct New Houses	15 Homes	DH-1 (1.1)
2. Provide DPA	46 DPA Assistance	DH-1 (1.2)
3. Homebuyer Ed Sec. 8	40 People	DH-1 (1.3)
4. Homebuyer Ed General	47 Households	DH-1 (1-4)
5. Acquire, Rehabilitate, Sell	0	DH-1 (1.5)
Housing Priority II - Affordability		
1. Section 8 Vouchers	4,480 People	DH-2 (2.4)
2. Homelessness Prevention	322 People	DH-2 (2.3)
Housing Priority III - Suitable Living Environment Sustainability		
1. Rehabilitation Grant	72 housing Units	DH-3 (3.1)
3. Rehabilitation Loan	10 Housing Units	DH-3 (3.2)
Non-Housing Priority I - Suitable Living Environment - Sustainability		
2. Code Enforcement.	216,990 People	SL-1 (1.2)
3. Street Projects	17,410 People	SL-1 (1.3)
Non-Housing Priority II - Suitable Living Environment Living Environment - Availability		
1. Residents Pub. Serv.	6,570 People	SL-2 (2.1)
2. Shelter Operations	1,157 People	SL-1 (1.4)

3. Shelter Essn. Services	Same as above	N/A
Other		
Complete Reg. Reports	8 Reports	O-3 (3.1)
Fair Housing Education	73 Programs	O-3 (3.2)
Participate in CoC	1 Meeting	O-3 (3.4)

Estimates for the units of service to be produced were formulated for the Consolidated Plan based on an estimated consistent level of funding from HUD, past performance and historic allocations made by City Council to the various activities, annually. That number was then multiplied by five for the five years of the Consolidated Plan reporting period. Those estimates are represented above and comprise the Consolidated Plan Goals and Objectives.

In evaluating progress towards accomplishing established goals and objectives the logical assumption would be that two fifths or forty per cent of the goals would be completed each of the five years of the Consolidated Plan. However, this assumption is over simplified and is based on several assumptions that are not borne out in fact.

The City does not receive the same entitlement amount each of the five years of the plan and City Council does not allocate a fixed amount to the same subrecipients or activities.

This is important because in any discussion of progress towards meeting goals a basic step is to define the actual goals. Given the vagaries involved in the development of the five year Consolidated Plan goals, the City of Garland will use the estimated goals established at the beginning of each program year.

In summary, the City and sub-recipients have met the Goals and Priorities established. Those priorities include housing, infrastructure and public facility improvements, neighborhood revitalization, services for homeless, families, youth, and the elderly. The City will evaluate performance using the estimated goals compared to actual number of units completed. **The Summary of Specific Annual Objectives** chart, Table 3A, in Appendix F provides the data necessary to perform such a comparison. The table includes the Outcome/Objectives and performance indicators of proposed projects as well as the estimated number of units to be completed and the actual number completed, by year, over the 5 years of the Consolidated Plan.

4. Citizen Participation 91.220(b)

The Action Plan was developed in accordance with the City of Garland's Citizen Participation Plan (included in **Appendix B**). As may be noted, the Action Plan is a collaborative effort between the local government, service providers, citizens and other interested parties. The City of Garland continually strives to involve all segments of the "public" in various phases of the planning process. Continual efforts are made to broaden public participation in the process. Notices of meetings are in Spanish and English. Mail-outs include LULAC, NAACP, and other organizations with minority memberships. Duplicate meetings are held at mid-day and early evening to include people with a variety of schedules. Meetings are held in "accessible" locations and in locations close to public transportation. Door prizes are also distributed at the neighborhood public meetings to encourage attendance. Over the past year information has been presented and input requested at a variety of venues.

- A notice including a calendar of the main events of the funding cycle was mailed to neighborhood groups, service providers and other interested parties.
- Notices of the public meetings were posted in city libraries, recreation centers and other public buildings. The times and locations of meetings were published in the "Dallas Morning News", a daily newspaper.
- Neighborhood Public Meetings were held at City of Garland Bluebonnet Room on January 21st, 22nd, and 23rd of 2014.
- A Community Needs Questionnaire was developed and mailed to Neighborhood Groups and Service Providers and posted on the City of Garland Website. Presentations and updates were made at the monthly service provider meetings. Summaries of the Neighborhood Public Meetings and the results of the questionnaire are included in **Appendix C.**
- Garland City Council held a public hearing on April 15, 2014. Applicants and the public were invited to comment on the need and value of the programs. Comments received by mail are included in the appendix, no phone comments were received during the public comment periods from January 21 to May 20 and July 7th, 2014 through August 8, 2014.

5. Provide a summary of citizen comments or views on the plan.

5. Summary of Comments. A summary of the public meetings are included in Appendix C.

6. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

6. Public Comments. Public comment for the Action Plan was held from July 7th, 2014 through August 8th, 2014, all comments were accepted in person and by mail.

7. Summary

The City of Garland serves as the Lead Agency for Development of the Consolidated Plan and is responsible for the administration of the Community Development Grant Program, HOME Investment Partnership Program and the Emergency Solutions Grant. Neighborhood and Community Services as a Department under Development Services administers the grant programs. Use of the grant funds is a collaborative effort between the City of Garland, the service providers, and the citizens of Garland.

Resources 91.220(c)(1)) and (c)(2)

2. Identify the federal, state, and local resources (including program income) the jurisdiction expects to receive to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

5. Funding Resources. Funding for the projects for the 2014 program year is:

Community Development Block Grant

	Entitlement	1,827,995
	Re-programmed	263,632
	Estimated RL - Single Family Rehab	<u>47,000</u>
	Total	2,138,627
Administration - 20% of entitlement	365,599	
Public Services - 15% of entitlement	274,199	
Projects	1,451,829	
Anticipated Revolving Loan Funds SFR	<u>47,000</u>	
Total	2,138,627	

HOME Investment Partnership Program

	Entitlement	501,392
	Estimated PI	110,000
	Required 25% Match	<u>251,150</u>
	Total	862,542
Administration - 10% of entitlement	50,139	
CHDO Set A Side -15% of entitlement	75,209	
Projects - Balance of Entitlement	376,044	
Est. Program Income	110,000	
Est. Match	<u>251,150</u>	
Total	862,542	

Emergency Solutions Grant

	Entitlement	147,494
	100 % Match	<u>147,494</u>
	Total	294,988
Administration - 7% of entitlement	11,062	
Data Collection	28,525	
Shelter Services	49,590	
Homeless Prevention	31,647	
Rapid Re-Housing	26,670	
100% Match	<u>147,494</u>	
Total	294,988	

In addition to the funding described above the City of Garland expects to receive the following funding that will assist in carrying out the objectives of the strategic plan.

- a. The City of Garland Housing Agency will receive approximately \$10,526,507 for Housing vouchers to assist approximately 1525 households.
- b. New Beginning Center will receive \$196,712 over a one year period through the MDHA Continuum of Care for 10 units of transitional housing.
- c. The City of Garland Office of Fair Housing will receive \$207,203 in FHAP funding and \$362,110 for a Summer Nutrition program.

3. Explain how federal funds will leverage resources from private and non-federal public sources.

6. Leveraging Funds. The availability of federal CDBG, HOME and ESG funding has allowed the City of Garland and the sub-recipients to initiate a variety of projects which in turn are expected to leverage additional funding from local and state sources to address the priority needs as defined in the 2010-2014 Consolidated Plan. In addition to required matching funds described below, program income, and revolving loan funds, the City estimates leveraged funds from all sources including local donors, philanthropic foundations and private for-profit organizations to equal approximately \$1,000,000. The actual amount leveraged will be reported in the Consolidated Annual Performance and Evaluation Report.

HOME Match. Federal HOME funds will leverage the required HOME match funds. HOME regulations require that the Participating Jurisdiction make contributions to housing that qualifies as affordable under the HOME program, throughout the program year. The HOME match amount is 25% of the HOME entitlement less the 10% used for administration. The total match requirement for the City of Garland is \$251,150 for the HOME grant.

The HOME match requirement will be met by using excess match from prior years that totals \$881,978.09. Bond proceeds still available that equal \$62,787.56. Additional match will be generated from bond financing, cash contributions, forgone taxes, fees and charges, donated site preparation, construction materials and donated labor.

Emergency Solutions Grant Match. In accordance with Federal regulations the Emergency Solutions Grant must be matched dollar for dollar. This match requirement was passed on to the sub-recipients. Mount Hebron Urban Community Housing Committee was awarded \$31,647 for homeless prevention activities and \$13,335 for Rapid Re-housing activities for a total of \$44,982. Match will be provided through in-kind service that include use of office space, utilities, phone, computer services and salary of the Executive Director. New Beginning Center, Inc. operates the only emergency shelter in the City of Garland and was awarded \$49,590 entitlement funds for shelter services. Additionally NBC received an award of \$13,335 for Rapid Re-housing. Total ESG awards to New Beginning Center equal \$62,925. Funding for match will be in the form of cash donations. The Grants Specialist for the city of Garland will administer the ESG and will use the allowed \$9,620 for administration. The City will provide match in the form of in-kind occupancy expenses, and computer equipment and support services for the grant. Excess match provided by sub-recipients will be used to provide \$7,414 match for HMIS services.

Annual Objectives 91.220(c)(3)

***If not using the CPMP Tool:** Complete and submit Table 3A.

***If using the CPMP Tool:** Complete and submit the Summary of Specific Annual Objectives Worksheets or Summaries.xls

Refer to Appendix F for the Summary of Specific Annual Objectives worksheets and Summaries.

Goals and objectives to be carried out during the action plan period are indicated by placing a check in the following boxes.

<input checked="" type="checkbox"/>	Objective Category: Decent Housing	<input checked="" type="checkbox"/>	Objective Category: Expanded Economic Opportunities	<input type="checkbox"/>	Objective Category: Expanded Economic Opportunities
	Which includes:		Which includes:		Which includes:
<input checked="" type="checkbox"/>	assisting homeless persons obtain affordable housing	<input checked="" type="checkbox"/>	improving the safety and livability of neighborhoods	<input type="checkbox"/>	job creation and retention
<input checked="" type="checkbox"/>	assisting persons at risk of becoming homeless	<input checked="" type="checkbox"/>	eliminating blighting influences and the deterioration of property and facilities	<input type="checkbox"/>	establishment, stabilization and expansion of small business (including micro-businesses)
<input checked="" type="checkbox"/>	retaining the affordable housing stock	<input type="checkbox"/>	increasing the access to quality public and private facilities	<input checked="" type="checkbox"/>	the provision of public services concerned with employment
<input checked="" type="checkbox"/>	increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability	<input checked="" type="checkbox"/>	reducing the isolation of income groups within areas through spatial de-concentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods	<input checked="" type="checkbox"/>	the provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the plan
<input type="checkbox"/>	increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence	<input type="checkbox"/>	restoring and preserving properties of special historic, architectural, or aesthetic value	<input type="checkbox"/>	availability of mortgage financing for low income persons at reasonable rates using non-discriminatory lending practices
<input type="checkbox"/>	providing affordable housing that is accessible to job opportunities	<input type="checkbox"/>	conserving energy resources and use of renewable energy sources	<input type="checkbox"/>	access to capital and credit for development activities that promote the long-term economic social viability of the community

4. Provide a summary of specific objectives that will be addressed during the program year.

7. Summary of Objectives. The City will provide a broad spectrum of services to assist low and moderate income homeowners to maintain their homes; provide a variety of housing opportunities for those who are at risk of homelessness; enhance the quality of life of those in existing shelters through implementation of programs that promote self-sufficiency; assist low income special needs populations to enhance their quality of life; provide income eligible residents with the opportunity to participate in a broad spectrum of public service activities (counseling, family violence prevention, tutoring, educational activities, low cost child care, basic medical and dental services and other needed services); and foster healthy, stable and physically attractive neighborhoods by providing residents with facilities that are responsive to their needs and that create and/or maintain a positive living environment.

Description of Activities 91.220(d) and (e)

****If not using the CPMP Tool: Complete and submit Table 3C***

****If using the CPMP Tool: Complete and submit the Projects Worksheets and the Summaries Table. Refer to Appendix D***

5. Provide a summary of the eligible programs or activities that will take place during the program year to address the priority needs and specific objectives identified in the strategic plan.

Describe the outcome measures for activities in accordance with Federal Register Notice dated March 7, 2006, i.e., general objective category (decent housing, suitable living environment, economic opportunity) and general outcome category (availability/accessibility, affordability, sustainability).

The city is using a modified CPMP Tool. Project Worksheets and the Summaries Table are completed and identify the outcome measures for activities.

8. Summary of eligible programs. All funded programs are described in Appendix D in the Projects section. Below are descriptions of the outcome measures for the objectives described above. Exhibit VII-1 on the following page displays the specific organizations and the amount of funding received to aid in the accomplishment of these goals.

Decent Housing.

- ***Objective DH-1 (Availability):*** Increase the supply of owner-occupied housing.
- ***Objective DH-2 (Affordability):*** Provide a broad spectrum of innovative, progressive housing programs to those who are homeless or at risk of homelessness.
- ***Objective DH-3 (Sustainability):*** Assist low and moderate income homeowners to maintain safe and affordable housing.

Suitable Living Environment.

- *Objective SL-1 (Availability/Accessibility):* Foster healthy, stable and physically attractive neighborhoods.
- *Objective SL-2 (Affordability):* Enhance the living environment of those living in homeless shelters.

Other.

- Administer grant programs.

Exhibit VII-1 Priorities, Organizations, Goals, and Funding Amounts

Housing Priority I - Availability.	Estimated 5 Year	Est 2014	Funding Source	Amount
1. Construct New Houses	35 Housing Units	3 Units		
City Garland HCS		2 housing units	HOME	\$336,044
Habitat for Humanity		1 Housing Units	HOME	\$75,209
2. Purch., Rehab, Resell House	3 Housing Units			
City Garland H&CS		2 Housing Units	CDBG	\$265,789
3. Provide DPA	75 Households			
City Garland - NHS		4 Households	HOME	\$40,000
4. Homebuyer Ed Sec. 8	50 People			
Garland Housing Agency		10 People	Section 8	
5. Homebuyer Ed General	180 People			
Mortgage Lenders		10 People	In Kind	
Housing Priority II - Affordability				
1. Provide TBRA	5 Households			
Rapid Re-housing - NBC		2 Households	ESG	\$13,335
Rapid Re-housing MUCH		2 Households	ESG	\$13,335
2. Section 8 Vouchers	7,315 households			
Garland Housing Agency		1525 Households	Section 8	10,526,507
3. Homelessness Prevention	450 People			
M.U.C.H		42 People	ESG	\$31,647
Salvation Army Rent/Mtg Asst		60 People	CDBG	\$7,601
Housing Priority III - Sustainability				
1. Rehabilitation Grant	65 housing Units			
City Garland H&CS		11 Units	CDBG	\$150,000
2. Rehabilitation Loan	60 Housing Units			
City Garland H&CS		7 Units	CDBG	\$200,040
Non-Housing Priority I - Accessibility				
1. Code Enforcement.	361,500 People			
City Garland Code Compliance		72,330 People	CDBG	\$182,000
2. Street Projects	50,000 People			
City Garland - Streets		3360 People	CDBG	\$654,000
Non-Housing Priority II - Affordability				
1. Residents Pub. Serv.	4,250 People	2878 People	CDBG	\$266,598
Achievement Center of Texas		16 People	CDBG	\$41,418
AXE Mem. Untd Methodist		30 People	CDBG	\$1,173
Counseling Inst. Of TX		60 People	CDBG	\$10,693
Dental Health Services		86 People	CDBG	\$38,248
Hope Clinic		1700 People	CDBG	\$26,669
Galaxy Counseling Ctr		35 People	CDBG	\$15,307
Garland YMCA		18 People	CDBG	\$7,852
Garland Boxing Program		120 People	CDBG	\$22,392
MH Summer Arts Program		7 People	CDBG	\$1,451
MH Literacy Enhancement		2 People	CDBG	\$7,593

Code Elderly Lawn Care		80 People	CDBG	\$22,041
New Beginning Abuse Asst		150 People	CDBG	\$26,204
City Parks - Summer Camp		162 People	CDBG	\$27,089
Reinventing Human Capital		18 People	CDBG	\$2,958
Salvation Army After School		44 People	CDBG	\$7,601
Garland Sr. Ombudsman		350 People	CDBG	\$7,912
2. Shelter Services	750 People		ESG	
New Beginning Center		350 People	ESG	\$49,590
3. Shelter Essn. Services	Same as above	N/A		
New Beginning Center				
Non-Housing Priority III - Economic Development – Availability				
1. Income Builder	100 People			
		0		0
2. Employment Skills Training	100 People			
3. Expand Job opportunities	10 People	0		0
Assist expansion of Business				0
Rehab existing Bldg for Expan				0
Other				
Complete Req. Reports	10 Reports			
City Garland Grants Mgt		3 Reports	CDBG	\$365,599
City Garland Grants Mgt		1 Reports	HOME	\$50,139
City Garland Grants Mgt		1 Reports	ESG	\$11,062
Fair Housing Education	25 Programs			
City Garland - Fair Housing		5 Activities	CDBG	\$20,000
Neighborhood Plans	6 Plans			
City Garland Planning		0 (not funded)		\$0
Participate in CoC	60 Meetings			
City Garland Grants Mgt		5 Meetings	ESG	\$28,525

Geographic Distribution/Allocation Priorities 91.220(d) and (f)

6. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

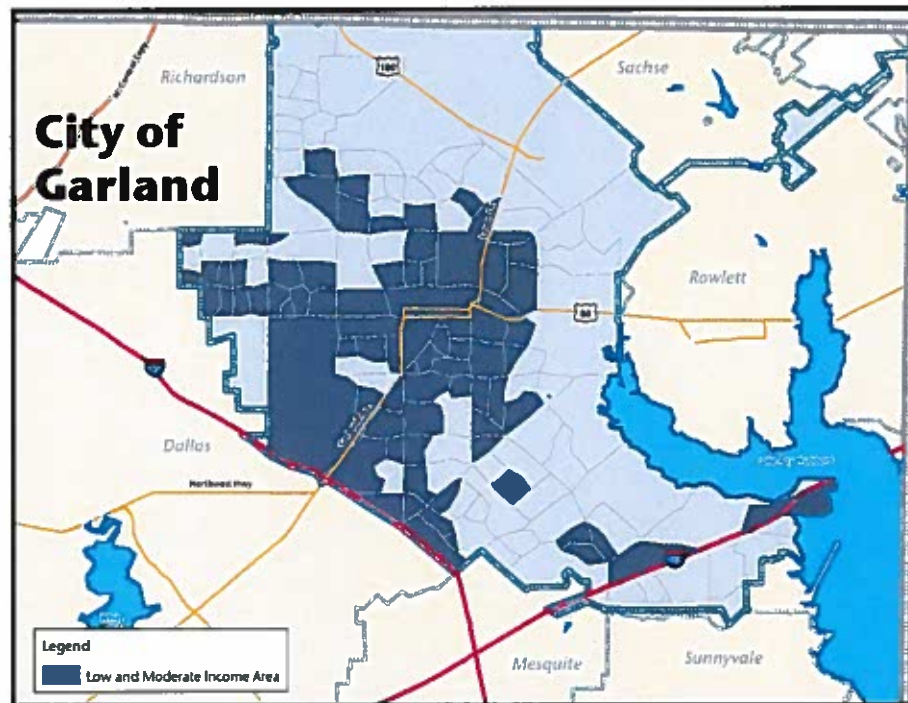
9. Geographic Distribution. Garland is comprised of 160 block groups, 59 of which are considered to be low moderate income or rather block groups in which 51% or more of the population has an income that are equal to or less than 80% of the area median income for the metropolitan statistical area. The darker shaded area of the map below depicts the low/moderate income block groups of Garland. As with many cities, concentration of low/moderate income residents is primarily in the center-city and older sections of the City.

Two activities that are federally funded will be targeted to the low/mod block groups. The two programs are CDBG funded and provide an area benefit. Code Enforcement is funded at \$182,000 and provides for the salaries of three Code Inspectors. The other activity is Infrastructure Improvement Projects and is funded at \$654,000. The programs provide for street reconstruction. Exhibit VII-2 displays the geographic location of LMI residents in the City of Garland.

**Exhibit VII-2.
Low and Moderate
Income Areas, City
of Garland, 2009**

Note:
Block groups with 51% or more
of the population earning 80
percent or less than the HUD
established median family
income for the Dallas
Metropolitan Statistical Area are
considered Low/Moderate
Income Areas.

Source:
Claritas, 2009



SL-1 (Availability/Accessibility): Foster healthy, stable and physically attractive neighborhoods

SL-1 One Year Outcomes

SL 1.3 Replace or rehabilitate deteriorating streets in income eligible areas

- Outcome/One Year goal: People served 3359

SL 1-2 Maintain physical appearance and safety of neighborhoods in income eligible areas through code compliance.

- Outcome/One Year goal: People served 72,300

7. Describe the reasons for the allocation priorities, the rationale for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) during the next year, and identify any obstacles to addressing underserved needs.

10. Geographic Allocation. With the exception of the 2 projects noted above, Garland has chosen an inclusive approach for distribution of funding. The City of Garland recognizes that l/m income households may live anywhere in Garland and does not target funding and may qualify eligibility as a direct benefit activity. Code Enforcement and Infrastructure Improvements are eligible activities based on area. By targeting the entire l/m income eligible area, the City has remained consistent in providing benefit to the maximum number of residents.

Annual Affordable Housing Goals 91.220(g)

***If not using the CPMP Tool:** Complete and submit Table 3B Annual Housing Completion Goals.

***If using the CPMP Tool:** Complete and submit the Table 3B Annual Housing Completion Goals.

8. Describe the one-year goals for the number of homeless, non-homeless, and special-needs households to be provided affordable housing using funds made available to the jurisdiction and one-year goals for the number of households to be provided affordable housing through activities that provide rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units using funds made available to the jurisdiction. The term affordable housing shall be defined in 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.

11. One Year Goals – Affordable Housing

- **Objective DH-1 (Accessibility):** Expand the supply of affordable, owner occupied housing through new construction and/or financial assistance to purchase a new or existing home.

DH-1 one year outcomes:

DH 1.1 Coordinate construction new homes.

- Outcome/one year goal: 3 housing units

DH 1.2 Homebuyer assistance

- Outcome/one year goal: 4 households

DH 1.3 Homebuyer education for Section 8 Family Self Sufficiency Clients.

- Outcome/one year goal: 10 people

DH 1.4 Homebuyer education classes

- Outcome/one year goal: 10 people

DH 1.2 Purchase, Rehab., Resell Vacant, Single Family Homes

- Outcome/one year goal: 2 housing units

- **Objective DH-2 (Affordability):** Provide a broad spectrum of innovative, progressive housing programs to those who are homeless or at risk of homelessness.

DH-2 one year outcomes:

DH 2.1 Provide rental assistance for transitional housing

DH 2.3 Provide homeless prevention funding.

- Outcome/one year goal: 102 people

DH 2.4 Provide Section 8 Housing Choice Vouchers

- Outcome/one year goal: 1525 households

- **Objective DH-3 (Sustainability):** Assist low and moderate income homeowners to maintain safe and affordable housing.

DH-3 (Sustainability) one year outcomes:

DH 3.1 Provide minor home repair grant program.

- Outcome/five year goal: 11 housing units

DH 3.2 Provide rehabilitation loan program for rehabilitation to housing code.

- Outcome/five year goal: 7 housing units
- Outcome/one year goal: 72,300 people

Public Housing 91.220(h)

9. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
10. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Public and Assisted Units. Currently, the City of Garland does not have a Public Housing Authority or own Public Housing Units.

Homeless and Special Needs 91.220(i)

11. Describe, briefly, the jurisdiction's plan for the investment and use of available resources and describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness.
12. Describe specific action steps to address the needs of persons that are not homeless identified in accordance with 91.215(e).
13. Homelessness Prevention—Describe planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

11. Homeless and Special Needs. The City of Garland conducted a point in time homeless count on January 24, 2013. A total of 165 people were identified as homeless. The City of Garland has 1 shelter for domestic violence victims.

Approximately 30% of homeless counted during the homeless count were children compared to 25% single individuals that may possibly be considered chronically homeless. Because of the low numbers of the chronically homeless compared to the number of families with children and because of the vulnerability of the families with children group, Garland has opted to target ESG funding to families with children and to partner with other organizations in the metro-plex with greater expertise in providing meaningful services to the chronically homeless and their special needs.

The majority of the emergency shelters, and service providers for the homeless are located in the City of Dallas. This has led Garland to participate in the Metro Dallas Homeless Alliance (MDHA), a partnership of nonprofit organizations, units of local governments, the business community, the homeless or formerly homeless and other interested parties. MDHA is committed to providing services to individuals and families who become homeless or who have special housing needs, and to regain housing stability, self esteem and quality of life. To this end, MDHA has developed a 10 year plan to end chronic homelessness.

The MDHA Ten Year Plan to End Homelessness is based on four main strategies.

1. Prevention – Taking a proactive approach to keep people housed; educating the community; advocating on related issues
2. Rapid Re-housing – Getting homeless people into permanent housing as quickly as possible; creating new, affordable housing options
3. System Change – Ensuring people have access to supportive services to maintain housing stability; improving system effectiveness
4. Building Community Capacity – Coordinating local, state and national resources in the community; improving agency capacity to serve; tracking progress.

The City of Garland will continue to participate in MDHA during the upcoming year by assisting with planning and developing resources for increasing the supply of affordable housing and serving as a clearing house of information regarding chronic homelessness.

15. Non-Homeless. Population groups that are considered special needs other than homeless are the following:

- Elderly
- Frail Elderly
- Severe Mental Illness
- Developmentally Disabled
- Physically Disabled
- Persons with Alcohol/Drug Addictions
- Persons with HIV/Aids
- Victims of Domestic Violence

Traditionally, services for special needs populations have been provided by agencies and organizations other than the City and those funded by the City. Garland is involved in housing and support for these populations, but has not been directly involved in service, and it is not expected that this will change in the near future.

Strategies outlined in the 2010 2014 Consolidated Plan to assist special needs populations are:

- Provide low and moderate income homeowner assistance in maintaining safe and affordable housing. This will allow these individuals to remain in their homes longer.
- Assist neighborhood residents with a broad spectrum of public service activities allowing individuals to remain in their homes and active.

Because services for special needs populations are provided by outside agencies and organizations other than the City, the City will continue to support these entities as they provide essential services. In the 2014 program year the City will:

- Provide \$41,418 CDBG to the Achievement Center of Texas for scholarships for day habilitation and day care services for 16 developmentally or physically disabled people.
- Provide \$7,912 CDBG to Senior Services to fund an Ombudsman for elderly/frail elderly in assisted living facilities (350 people).
- Provide \$22,041 CDBG to City of Garland Code Compliance to provide 80 homeowners who are seniors or disabled with lawn care during the mowing season.
- Provide \$26,204 CDBG to New Beginning Center for Intake assessment and individual and group counseling for 150 victims of domestic violence.
- Provide New Beginning Center with \$49,590 ESG for Shelter Services at the domestic assault shelter.
- Provide New Beginning Center with \$13,335 Emergency Shelter Grant funding to rapidly re-house 2 households or 8 people who are literally homeless. Rent assistance and/or utility assistance and case management will be provided to families with children for up to 18 months.
- Provide M.U.C.H with \$13,335 Emergency Shelter Grant funding to rapidly re-house 2 households or 8 people who are literally homeless. Rent assistance and/or utility assistance as well as case management will be provided for up to 24 months.

16. Homeless Prevention. During the 2014 program year the City of Garland will assist individuals and families with children that are at imminent risk of becoming homeless with Emergency Solutions Grant funds. Mount Hebron Urban Community Housing received an allocation of \$31,647 to assist 42 people. Dollar for dollar matching funds will permit additional services to be provided. Additionally,

- CDBG funds targeted for subsistence payments for those at risk of becoming homeless include: \$7,601 allocated to Salvation Army for 55 people.
- **Objective SL-1 (Availability/Accessibility):** Enhance the living environment of those living in homeless shelters.

SL-1 one year outcomes:

SL 1.4 Assist in providing quality operating necessities.

 - Outcome/one year goal: 350 people

SL 1.4 Assist in providing essential services.

 - Outcome/five year goal: people will be counted in above goal SL 2.4
- **Objective SL-2 (Affordability)** Assist neighborhood residents with a broad spectrum of public services activities.

SL-2 five year outcomes:

SL 2.1 Public service activities include: child care, mental health services, health services, youth services, domestic violence services, substance abuse services, services for the elderly, subsistence payments.

 - Outcome/one year goal: 2878 people

Barriers to Affordable Housing 91.220(j)

14. Describe the actions that will take place during the next year to remove barriers to affordable housing.

The City of Garland supports several efforts that help reduce barriers to affordable housing by providing needed public services or through the development of new affordable housing units. These include the following:

1. City of Garland Housing and Community Services, provides down payment assistance grants that remove the barrier of having to accumulate savings to purchase a home;
2. Garland Habitat for Humanity will construct 1 new affordable housing unit
3. City of Garland Housing and Community Services will construct 2 new affordable housing units
4. City of Garland Office of Fair Housing will provide education, outreach and enforcement of fair housing regulations that may safeguard access to affordable housing.
5. Funding has been allocated to assist 4 households with down payment assistance. Based on past performance, 2 of the 4 households receiving this assistance during the program year will be minority households.

Additional actions that will be undertaken in the upcoming year geared to the removal of barriers to affordable housing include the following:

- Work with the City of Garland's Fair Housing Office to maximize fair housing education and outreach including but not limited to participation in the annual homebuyer education workshop that provides information on homebuyer education, mortgage default, avoiding foreclosure, credit management and fair housing rights and responsibilities.
- Work with the Planning Department as plans are developed for the Centerville Market development area. This project will involve re-development of an under utilized area of the city that will be in agreement with the new Garland Comprehensive Plan. The vision of this plan is the creation of a higher density, mixed use development served by a multi-modal transportation system, making employment opportunities more accessible and available to residents with limited transportation options.

The City is addressing various barriers to affordable housing that were identified in the Analysis to Impediments to Fair Housing Choice.

- Review of Senior Housing Ordinance – Current development requirements are under review and revision. A draft Unified Development Code is being prepared with a tentative date for public review in February of 2014. Through the UDC the City will, of course make every attempt to avoid establishing any zoning or development requirement or process that creates barriers to affordable housing development.
- Review of Multifamily zoning ordinance – The UDC will accommodate multi-family development at higher densities, mixed-use development, senior housing, townhomes, and patio homes (small lot) residential development – all aimed at allowing for a greater mix of housing products to serve a greater range of housing needs.
- Review/research strategies for acquiring vacant land at affordable prices – The City has created a team known as the Real Estate Management Office or REMO to address the issues of putting tax reverted properties back into use as affordable housing.
- Develop partnerships with developers, Realtors, Banks and Mortgage Lenders to provide lower cost housing Units – REMO is also involved in the development of partnerships at all levels to provide lower housing costs.

Other Actions 91.220(k)

15. Describe the actions that will take place during the next year to address obstacles to meeting underserved needs, foster and maintain affordable housing, evaluate and reduce the number of housing units containing lead-based paint hazards, reduce the number of poverty-level families develop institutional structure, enhance coordination between public and private agencies (see 91.215(a), (b), (i), (j), (k), and (l)).

18. Meeting Underserved Needs/Obstacles Responsibility.

Planning, implementing and delivering affordable housing and other supportive services involves various groups, organizations and the public sector. This network of public and private providers forms the institutional structure necessary to realize the vision of Garland outlined in the Consolidated Plan. Coordination becomes essential to ensure proper delivery of services as well as compliance with federal rules and regulations. Grants Management will undertake the following steps to strengthen coordination:

- Work with Garland Area Service Providers to share current issues in service delivery.
- Continue to build collaborations with the local development entities to consolidate resources and efforts, and to assist in locating additional funding sources
- Enhance coordination between Planning, Housing and Community Services and other departments that receive federal funding
- Provide subrecipients with informational and technical assistance sessions to improve their understanding of federal regulations and to ensure proper expenditure of federal funds
- Provide referrals to capacity building training opportunities to nonprofit agencies to enhance management capacity
- Participate in area wide planning activities

Foster & Maintain Affordable Housing

The City will undertake the following activities to foster and Maintain Affordable Housing.

- HOME funded projects are geared to fostering affordable housing by constructing 2 newly constructed affordable homes and by providing down payment assistance to 4 additional homebuyers.
- Under a new initiative Housing and Community Services will purchase, rehabilitate and then sell 2 homes to low to moderate income households.
- The CDBG Single Family Rehabilitation program and Minor Repair Program are targeted to maintaining existing housing at an affordable price and in standard condition, 18 homes will be rehabilitated.
- Habitat for Humanity of Greater Garland is a community group that is also certified as a city CHDO. Habitat promotes affordable new housing. They will build 1 new home this year.

- The City of Garland administers The Garland Housing Agency. The housing agency administers housing assistance vouchers by paying a portion of client's rent, thus making rent affordable.

Evaluate and Reduce the Number of Units Containing Lead-Based Paint

While preparing the 2010-2014 Consolidated Plan, the City conducted a study to determine the number and location of housing units that may present lead based paint hazards. The following table indicates the overall estimated number of units that may contain lead based paint. The percentage of risk, as indicated in the table, increases as the age of the housing increases. Housing built before 1940 is considered to be at highest risk because there were no regulations limiting the use of lead in paint. Paint could contain lead concentrations of up to 80% by weight. After 1940, paint manufacturers voluntarily began to reduce the amount of lead added to paint and in 1978 the sale of paint containing lead was banned for residential use.

Year Housing Unit was Built	Number of Housing Units	Estimated Percentage At Risk	Estimated Number of Units at Risk
Pre 1939	766	90%	689
1940 to 1960	10,222	80%	8,178
1960 to 1979	38,228	62%	23,701
Total	49,216		32,568

Evaluating and abating the lead based paint hazards in the estimated 32,568 housing units is an endeavor that will not be accomplished in one year. The City of Garland will fund two programs with CDBG funding that will address lead based paint issues. The first program is Single Family Rehabilitation Loan Program. Approximately seven units will be rehabilitated and of the seven, it is estimated that at least 3 will be pre-1978. The other program that may trigger lead based paint regulations is minor home repair. Approximately 9 units will be rehabilitated during the program year and of those 2 units may be pre 1978 units requiring lead hazard abatement. In addition to the 5 CDBG funded units that will receive lead hazard reduction procedures, the City estimates that 19 more units will be treated through the Neighborhood Stabilization Program and 26 through the CDBG-R program.

Finally, in an effort to educate parents about the dangers of lead based paint, the pamphlet "Renovate Right Important Lead Hazard Information for Families, Child Care Providers and Schools" is given to all housing program applicants.

Reduce the Number of Poverty Level Families.

Describe the actions to coordinate its housing strategy with local and regional transportation planning strategies to ensure to the extent practicable that residents of affordable housing have access to public transportation.

19. Coordinate housing strategy with transportation –The City of Garland does not target use of grant funds by area, but rather provides benefit to qualifying households city wide. As a result, there is not a specific housing strategy that is coordinated with regional transportation; The City is a member of the Dallas Area Rapid Transit (DART). Dart provides extensive accessible bus service throughout the community. There are approximately 11 routes plus a flex route. These routes provide access to primary city streets and public facilities and extend into neighboring communities including Dallas. The bus routes also connect to rail transit. DART provides special transit services throughout the community for those people who cannot access regular transit. Garland residents requiring public transit have convenient access to transportation city wide.

PROGRAM SPECIFIC REQUIREMENTS

CDBG 91.220(I)(1)

1. Identify program income expected to be received during the program year, including:

- amount expected to be generated by and deposited to revolving loan funds;
- total amount expected to be received from each new float-funded activity included in this plan;
- amount expected to be received during the current program year from a float-funded activity described in a prior statement or plan.
- amount expected to be generated by and deposited to revolving loan funds;

As indicated in the project description for Single Family Rehabilitation Loan Program, the City of Garland is anticipating the receipt of \$47,000 in RL from Single Family Rehabilitation Program.

The City is not funding any new float funded activity

- Amount expected to be received during the current program year from a float-funded activity described in a prior statement or plan.

The City has no float funded activities

2. Program income received in the preceding program year that has not been included in a statement or plan.

N/A

3. Proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in its strategic plan.

N/A

4. Surplus funds from any urban renewal settlement for community development and housing activities.

N/A

5. Any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.

N/A

6. Income from float-funded activities.

N/A

7. Urgent need activities, only if the jurisdiction certifies.

N/A

8. Estimated amount of CDBG funds that will be used for activities that benefit persons of low- and moderate income.

100%

Benefit to Low and Moderate Income Persons

With the exception of administrative costs, all CDBG programs are geared to residents that earn annual incomes equal to or less than 80% of the area median income for the Metropolitan Statistical Area. The CDBG entitlement amount for the current year is \$1,827,995. In addition to the entitlement, reprogrammed funds from prior years of \$263,632 are available as well as an additional \$47,000 in revolving loan funds. Total CDBG funds available are \$2,138,627. Administrative costs are \$365,599. The current year CDBG funding that will benefit low to moderate income residents is \$2,138,627 or 100% of the grant.

HOME 91.220(I)(1)

1. Describe other forms of investment. (See Section 92.205)
If grantee (PJ) plans to use HOME funds for homebuyers, did they state the guidelines of resale or recapture, as required in 92.254. **Yes**
2. If grantee (PJ) plans to use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds, state its refinancing guidelines required under 24 CFR 92.206(b). **N/A**
3. Resale Provisions -- For homeownership activities, describe its resale or recapture guidelines that ensure the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4).

Resale/Recapture Provisions

There are two basic requirements for HOME homebuyer activities. First, the purchaser must be low income, i.e. with an annual (gross) income that does not exceed 80% of

the area median income for the metropolitan statistical area. Second, the homebuyer must occupy the property as a principal residence for the period of affordability.

The period of affordability is a specific period of time a person receiving HOME assistance is bound by the HOME requirements. It is directly related to the amount of assistance provided.

HOME Funds Provided	Affordability Period
<\$15,000	5 years
\$15,001 - \$40,000	10 years
>\$40,000	15 years
New Construction of Rental Property	20 years
Refinance of Rental Property	15 years

To enforce the provisions of the period of affordability, a lien in the amount of the home assistance is placed against the property at the time of closing. Payments toward the principal are deferred under the provisions of the Note. The lien is released at the expiration of the period of affordability, if the conditions of the period of affordability are honored. There are several actions taken to monitor the status of the property during the affordability period. The actions include placing a lien on all HOME assisted properties, checking the Dallas Central Appraisal District's information, sending registered letters to clients requesting utility bills to prove place of residence, reviewing "Dallas Morning News" (Garland Section) real estate notices regarding houses sold in Garland, and conducting field visits to the property. If the conditions are violated, the Note for the total amount of the HOME assistance is considered to be in default. Any of the conditions following constitute a violation:

- Owner rents or leases the property,
- Owner fails to occupy the residence as his/her principal residence,
- Owner executes any transfer of the property or any interest in the property,
- Owner misrepresents his or her eligibility for the HOME Program,
- Owner defaults on any of the instruments or loan documents of the senior lien holder.

There are two options for controlling a subsequent sale of a HOME assisted property during the affordability period, Resale or Recapture. The City of Garland has selected the Recapture Provision as the primary tool to ensure affordability. The recapture option is a mechanism to collect all or a portion of the direct HOME subsidy, if the HOME beneficiary ceases to occupy the assisted unit as a principal residence before the expiration of the affordability period.

The amount of funds to be recaptured is dependent on the net proceeds from the sale (see 24 CFR 92.254(a)(5)). Net proceeds are defined as (sales price minus superior loan repayment other than HOME funds) and any closing costs for the sale. Providing that net proceeds are adequate, the City will recapture the entire amount of the HOME assistance

to the property. If net proceeds are less than the amount of HOME investment, the City will recapture an amount equal to the net proceeds, with the balance being forgiven. Recaptured funds will be used to carry out other HOME-eligible activities.

4. HOME Tenant-Based Rental Assistance -- Describe the local market conditions that led to the use of HOME funds for tenant based rental assistance program.

The City will not provide Tenant Based Rental Assistance in the 2014 program year.

5. If the tenant based rental assistance program is targeted to or provides a preference for a special needs group, that group must be identified in the Consolidated Plan as having an unmet need and show the preference is needed to narrow the gap in benefits and services received by this population.

N/A

6. If a participating jurisdiction intends to use forms of investment other than those described in 24 CFR 92.205(b), describe these forms of investment.

All forms of investment of HOME funds are described in 24 CFR 92.205(b). Funds are invested as non-interest bearing loans or advances, deferred loans, grants or interest bearing loans or advances.

7. Describe the policy and procedures it will follow to affirmatively market housing containing five or more HOME-assisted units.

The City has not and is not anticipating assisting housing containing five or more units.

8. Describe actions taken to establish and oversee a minority outreach program within its jurisdiction to ensure inclusion, to the maximum extent possible, of minority and women, and entities owned by minorities and women, including without limitation, real estate firms, construction firms, appraisal firms, management firms, financial institutions, investment banking firms, underwriters, accountants, and providers of legal services, in all contracts, entered into by the participating jurisdiction with such persons or entities, public and private, in order to facilitate the activities of the participating jurisdiction to provide affordable housing under the HOME program or any other Federal housing law applicable to such jurisdiction.

Affirmative Marketing Actions and Outreach to Minority/Women Owned Businesses

To promote housing programs offered by the City of Garland, Neighborhood Services various actions will be implemented over the next year to inform potential applicants of the various housing opportunities available. Actions that will be taken during the year include the development and maintenance of an internet web site, the development and distribution of brochures, video development and presentation, advertisement on the local government cable channel, advertisement in the City of Garland's *City Press*, mailing flyers to interested parties and distribution of information at a variety of neighborhood functions.

In addition, Housing and Community Services will advertise requests for contractors for Single Family Rehabilitation and HOME Infill Program. The department has recruited minority contractors that currently participate with other municipalities in the area and will continue to do so.

The City of Garland Purchasing Department has an on going minority and women owned business outreach program and continues to include minority and/or women businesses in the procurement process and awarding of contracts. The Purchasing Department hosts a buyer/vendor mixer during the year to inform minority and/or women contractors of possibilities with the City of Garland. The City continues to use the North Central Texas Regional Certification Agency to certify legitimate minority and women-owned businesses as well as the State of Texas HUB listings. The City of Garland will continue to participate in the Chamber of Commerce Diversity events, host the buyer/vendor mixer, network with other area chambers of commerce and minority and women-owned business organizations, attend special programs, trade fairs and other programs to seek potential minority and women-owned business suppliers.

9. If a jurisdiction intends to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds, state its financing guidelines required under 24 CFR 92.206(b).

The City of Garland will not use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds. The City does not intend to rehabilitate multifamily housing.

ESG SPECIFIC REQUIREMENTS

1. Written Standards for providing ESG assistance.

The City has developed a Policies and Procedures manual for use by subrecipients and the City. The document was completed by February 2014 (appendix G, "Standard Policies and Procedures for Provision of Emergency Solutions Grant Assistance").

2. The Continuum of Care centralized or coordinated assessment system that meets HUD requirements.

Eligibility criteria, intake forms and data recorded in the HMIS system (ECM software) is coordinated with the Metro Dallas/Collin County/Irving Homeless Alliance continuum of Care. Each subrecipient is required to obtain releases of information, income calculation and other necessary documentation. Training on completion of forms is provided prior to signing Agreements for funding. Domestic Violence subrecipients do not use the HMIS system, but rather an equivalent system.

MDHA is in the process of developing a coordinated assessment system that meets HUD requirements. A Coordinated Intake/System Task Force was formed and developed the following goals to be completed by September 30.

Goal I – Develop Uniform Needs Assessment for all populations

Goal II – Develop coordinated Intake Process Guidelines for single adults, children and families and unaccompanied youth

Goal III – Develop data tracking and reporting supports in collaboration with MDHA HMIS Committee

Goal IV - Develop implementation plan

Goal IV - Develop Financing Plan

Goal VI Develop Quality Assurance Process

3. Identify the process for making sub-awards and how describe how the ESG allocation is made available to private nonprofit organizations (including community and faith-based organizations).

The process for making sub-awards for ESG is a part of the annual grant funding process that was established for CDBG and HOME.

- A Calendar identifying dates for specific steps in the funding process (neighborhood public meetings, grant application workshops, written citizen participation dates, City Council Public Meetings, Allocation of funding date) is developed and mailed out to Neighborhood Organizations, Homeowner Organizations, past sub-recipients, and any other group or individual that has requested to be placed on the mailing list.
- An article describing the funding and uses of the funding as well as the schedule that will be followed is placed in the "Garland City Press", a newspaper that is distributed with the City water bills.
- A notice of funding availability is placed in the Dallas Morning News.
- General steps in the funding process include: a) solicitation of citizen input b)for ESG, consultation with the Continuum of Care; solicitation of applications for funding; c) a public hearing before City Council; d) City Council award of funding; e)development of Agreement with subrecipients.

4. Homeless participation as required in 24 CFR 576.405(a)

The City of Garland does not have a homeless or formerly homeless person on its City Council. Prior to making policies and decisions regarding any facilities, services, or other assistance that receive funding under the Emergency Solutions Grant, the City will conduct a meeting explaining the issue. In order to reach a broad cross section of the homeless/at risk of homelessness, the City will coordinate the meeting with local service providers that will contact and inform their clients. The City will require, by Agreement that subrecipients have either a homeless or formerly homeless person on their board or that an acceptable alternative procedure is in place

5. Performance Standards for evaluating ESG

Dallas/Irving and Collin County Continuum of Care has proposed the following Performance Measures for the Emergency Solutions Grant.

- 90% of persons shall have higher non-cash benefits at program exit than at program entry as a result of receiving ESG assistance
- The number of persons with higher income at program exit than at program entry as a result of receiving ESG assistance
- Of total persons who are unemployed and not eligible for SSI or SSDI, 25% will become employed
- Of total persons who are assessed as academically skills deficient, 50% will improve their academic skills status;
- Provision of weekly and appropriate level of case management provided to persons with or without disabilities; the number of persons receiving case management
- Provision of reasonable engagement with homeless individuals/families living in emergency shelters or during street outreach in order assist with assessment and assignment functions within a continuum of care;
- 100% full participation and compliance with the HMIS, including accurate and timely entering of data (10% annual error rate).
- 65% of persons exiting to Permanent Housing destination as a result of receiving ESG assistance.

The City of Garland as a participant in the Dallas/Irving and Collin County adopted the performance standards and measures. Evaluation of program results through HMIS and in consultation with the Continuum will allow for improvements or adjustment to the standards on a Continuum-wide basis.

HOPWA 91.220(I)(3)

1. One year goals for the number of households to be provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family, tenant-based rental assistance, units provided in housing facilities that are being developed, leased, or operated.
1. The City of Garland does not receive HOPWA funding, this section is not applicable.

OTHER NARRATIVES AND ATTACHMENTS

Include any action plan information that was not covered by a narrative in any other section. If optional tables are not used, provide comparable information that is required by consolidated plan regulations.

The City of Garland seeks to achieve the following one year goals that were not included in earlier sections of this action plan.

- **Objective EO-1 (Availability/Accessibility)(Economic Opportunity for Residents):** Create vibrant communities that facilitate residents to reach self-determination by creating, maintaining, or expanding economic opportunities.

EO-1 (Economic Opportunity for Residents) one year outcomes:

EO 1.1 English proficiency training.

- Outcome/one year goal: 0 people – not funded this program year

EO 1.2 Job skills training.

- Outcome/one year goal: 0 people- not funded this program year

■ **Objective O-3 (Sustainability):** Administer grant programs.

O-3 five year outcomes:

O 3.1 Complete Action Plans and CAPERs and other required reports.

- Outcome/one year goal: 5 documents

O 3.2 Affirmatively further fair housing through education, outreach, investigation and enforcement.

- Outcome/ one year goal: 5 activities

O 3.3 Assist CDBG eligible neighborhoods with the development of neighborhood plans.

- Outcome/one year goal: Not Funded this program year

O 3.4 Continue participation with Metro Dallas Homeless Alliance.

- Outcome/one year goal: 5 meeting

Monitoring Standards.

Neighborhood Services – Grants Management is responsible for monitoring both of the overall functioning of the programs and of sub-recipient and sub-grantee performance. Overall performance in meeting the goals and priorities established in the Consolidated Plan occurs during the Annual Action Plan preparation and during the CAPER process. Information regarding progress towards goals is provided to the citizenry during the Citizen Participation process and to City Council as funding decisions are made.

Sub-recipients and sub-grantees are monitored monthly via a desk monitoring of invoices. Sub-recipients are required to submit monthly invoices that include a direct benefit sheet. The direct benefit sheet includes a column of previous year to date totals of clients served, the income distribution of the clients, the racial and ethnic break out of the clients, the number of disabled clients, single parent households and elderly households as well as the number served in each council district. The middle column of the direct benefit sheet records the number of new clients served during the month and the final column represents the total served year to date. Supporting documentation for the invoice includes sign in sheets or attendance sheets for scholarship type activities. Copies of invoices and canceled checks are required for direct purchase activities. The grant specialist maintains a spread sheet to track the date of the receipt of the monthly invoices for all sub-recipients to ensure Timeliness of submission for all activities. The spreadsheet enables review of submission dates at a glance rather than reviewing all sub-recipients file folder by file folder. Discrepancies in perceived performance can be resolved before it becomes necessary to impose punitive measures.

At the discretion of the Grants Manager, but at least biennially, an on site monitoring of city department fund recipients and other sub-recipients occurs. The steps include, but are not limited

to, notification letter, entrance conference, data acquisition and analysis, exit conference and monitoring letter identifying suggestions, any concerns, and findings.

Construction and Rehabilitation Projects

Construction and rehabilitation projects are monitored for appropriate construction quality by the Affordable Housing Services Division as pay requests are submitted by the contractors. Communication is maintained with recipients of housing rehabilitation activities as well as homeowner assistance programs as the City carries the loans for these programs. Randomly, but at a minimum 1 time per year properties are reviewed by on site visits for ongoing compliance with housing codes. Management and implementation of the construction and rehabilitation programs are monitored as described in the following paragraphs.

Notification

The sub-recipient will be contacted to explain the purpose of the monitoring visit and to set the date of the actual visit. A letter will state the specific date and scope of the monitoring. This communication will also describe the information the City of Garland will review during the visit. This communication will disclose the required space, staff that will implement the monitoring and the members of the sub-recipient's staff with whom the city representative will speak.

Entrance Conference

Upon arrival to the sub-recipient's office, city staff will discuss the actual monitoring visit with the Executive Director and/or appropriate staff. During the discussion the staff will be assured of the purpose, scope and schedule of the monitoring. It will be expressed that it is the staff's responsibility to monitor the subrecipient's activities and determine whether its use of funds is appropriate and meets Community Development Block Grant and /or HOME regulations.

Documentation and Data Acquisition

Clear record of the steps followed and the information review shall be kept. Staff will document project files as to the steps from which conclusions were drawn. Conversations with staff or program participants and the staff of the subrecipient will be documented. The City of Garland's monitoring document shall be filled out. Notes will be taken about particular cases, statistics, financial figures, change orders, addresses and any relevant items concerning CDBG regulations and policy.

Exit Conference

At the end of the monitoring visit, City Staff representative will meet again with the Executive Director, financial representative and any key representatives of the sub-recipient organization to present the tentative conclusions. This time is designed to discuss the preliminary results, give the sub-recipient staff an opportunity to correct any misconceptions or misunderstandings, secure additional information from the sub-recipient staff to clarify or support their position, provide an opportunity for the sub-recipient staff to report on steps they are taking to correct any deficiencies, concerns, or weaknesses.

Monitoring Letter

A monitoring letter will be submitted to the sub-recipient, as a follow up to the visit. In cases where the sub-recipient is experiencing problems or failing to comply with regulations, a letter will be sent describing the deficiencies including recommendations and requirements for improvement. This letter will be the actual performance report and create a permanent written record. The letter will include the corrective action and the deadline for the specific occurrences as needed and will be sent 30 days after the monitoring visit.

DEFINITIONS PER CITY POLICY

Finding is a violation of the law or regulation, which can result in a sanction.

Concern is a matter which, if not properly addressed, can become a finding and could result in a sanction.

Corrective Action is a step or measure to resolve any outstanding negative response.

Sub-recipient means a non-federal entity that expends Federal awards received from a pass-through entity to carry out a Federal program, but does not include an individual that is a beneficiary of such a program. A sub-recipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

Vendor means a dealer, distributor, merchant, or other seller providing goods or services that are required for the conduct of a Federal program. These goods or services may be for an organization's own use or for the use of beneficiaries of the Federal program.

APPENDIX A
Standard Form 424 and
Consolidated Plan Certifications



SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted 08/15/2014	Applicant Identifier B-14-MC-480011	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input checked="" type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Jurisdiction City of Garland, Texas		UOG Code	
Street Address 800 Main Street		Organizational DUNS 058682162	
Street Address Housing and Community Services		Organizational Unit City of Garland, TX	
Garland	Texas	Department Development Services	
ZIP 75040	Country U.S.A.	Division Housing and Community Services	
Employer Identification Number (EIN):		County Dallas	
75-6000534		Program Year Start Date 10/01/2014	
Applicant Type:		Specify Other Type if necessary:	
Local Government: City of Township		Specify Other Type	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles Garland Community Development Block Grant		Description of Areas Affected by CDBG Project(s) City of Garland, TX	
\$CDBG Grant Amount \$1,827,995	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income \$47,000		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s)			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles HOME Grant		Description of Areas Affected by HOME Project(s) City of Garland, TX	
\$HOME Grant Amount 501,392	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

\$Anticipated Program Income 110,000		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
Housing Opportunities for People with AIDS		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
Emergency Solutions Grant Program		14.231 ESG	
ESG Project Titles ESG Grant		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount \$147,494	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process? No	
Applicant Districts 3 rd , 4 th , 5 th , & 32nd	Project Districts 3 rd , 4 th , 5 th & 32nd		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input checked="" type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
First Name: Mona	Middle Initial: L	Last Name: Woodard
Title Grants Manager	Phone 972-205-2141	Fax 972-205-2149
eMail: mwoodard@garlandtx.gov	Grantee Website garland.tx.gov	Other Contact Mona Woodard
Signature of Authorized Representative		Date Signed
William E. Dollar, City Manager		August 13, 2015



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- ☐ This certification does not apply.
☒ This certification is applicable.

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Jurisdiction

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

Name

William E. Dollar

Title

City Manager

Address

200 North 5th Street

City/State/Zip

Garland TX 75040

Telephone Number

- ☐ This certification does not apply.
☒ This certification is applicable.

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. **Maximum Feasible Priority** - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. **Overall Benefit** - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2____, 2____, 2____, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. **Special Assessments** - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Jurisdiction

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

Signature/Authorized Official

Date

Name

William E. Dollar

Title

City Manager

Address

200 North 5th Street

City/State/Zip

Garland TX 75040

Telephone Number

- ☐ This certification does not apply.
☐ This certification is applicable.

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- ☐ This certification does not apply.
☒ This certification is applicable.

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature/Authorized Official

Date

Name

William E. Dollar

Title

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Telephone Number

- ☐ This certification does not apply.
☐ This certification is applicable.

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- ☐ This certification does not apply.
☒ This certification is applicable.

ESG Certifications

I, William E. Dollar, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official

Date

Name

William E. Dollar

Title

City Manager

Address

200 North 5th Street

City/State/Zip

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Telephone Number

- ☐ This certification does not apply.
☒ This certification is applicable.

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

Jurisdiction

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

Signature/Authorized Official

Date

Name

William E. Dollar

Title

City Manager

Address

200 North 5th Street

City/State/Zip

Garland TX 75040

Telephone Number

APPENDIX B

CITIZEN PARTICIPATION PLAN

CITIZEN PARTICIPATION PLAN

Citizen input is vital to the success of effectively implementing the Consolidated Plan and utilizing CDBG/HOME/ ESG funds. Input is received from the community at varying times during the grant year. A calendar designation the timing and major actions to be accomplished during the program year is developed and posted on the City's website and advertised in a newspaper of general circulation.

Advertising the Process

Neighborhood Public Hearings

A minimum of two public meetings are held prior to the distribution of applications. The meetings are held at locations convenient to citizens that reside in CDBG eligible neighborhoods. One meeting is held during early evening hours to accommodate interested citizens that are employed on a regular 8 to 5 schedule. One meeting is held at mid-day to accommodate those requiring alternate scheduling. During the presentation, the purpose and uses of the CDBG, ESG, and HOME entitlements are explained, followed by an opportunity for citizens' questions and comments. Translators are made available as needed. Everyone attending the meeting is asked to sign in and complete a comment sheet. Minutes from the meetings are maintained by the Planning Department and are available to the public. Prior to the distribution of CDBG/HOME/ ESG requests for funding (applications), specific citizen requests voiced during these meetings, received by fax, phone or e-mail are distributed to the various city departments and public service agencies that provide services to Garland residents. Copies of the citizen requests are also distributed to the City Council to assist them in making an informed decision regarding community needs.

After the close of the funding year, the City is required to submit the Consolidated Annual Performance Evaluation Report (CAPER) to HUD. This report includes a description of resources available, the investment of available resources and progress toward carrying out the strategic plan and Annual Action Plan. Presentation of the CAPER to Garland residents provides an opportunity to request citizen input at a different stage of the program cycle. The City of Garland hosts at least one neighborhood public hearing at a convenient time and location for a majority of Garland residents. Translators are provided as needed. Everyone attending the meeting is requested to sign in and complete a comment sheet. Minutes of the meeting are maintained in the Planning Department.

Notification

All Garland residents are notified of the Neighborhood Public Hearings and City Council Public Hearings through any combination of the following actions: a notice in the local newspaper, mailings to Area Plan Implementation Committees and civic groups, and postings at City Hall, the libraries, the recreation centers, and on the City website.

Additionally, notices and announcements may be placed in the local Spanish and Asian weekly newspapers.

Application Process

Applications for funding are distributed to City departments and public service agencies that provide or plan to begin services for Garland residents. The Garland Social Services Network is used to keep abreast of agencies currently operating in Garland. Two weeks prior to distribution of applications, a notice is posted in a newspaper of general circulation notifying interested parties of the availability of applications. A minimum of 21 days are allowed from the first day of availability to the submission deadline. The actual dates for submission are listed in the notice and on the Consolidated Plan Calendar. Applicants are provided with the goals and priorities set forth in the Consolidated Plan as well as citizen recommendations, to ensure that applicant projects are in accordance with identified needs. Two informational workshops are provided for applicants. During the workshops the application for funding is presented as well as the eligible activities, funding availability and a calendar that includes deadlines and other notable dates in the funding process. Time is provided to answer any questions regarding the application or the application process.

City Council Public Hearing

After staff review and evaluation of each application for eligibility and completeness, copies of the applications, citizen input and other relevant data are provided to City Council. Copies of the applications are made available to the public upon request.

At regular City Council meetings, a public hearing is held on the CDBG, HOME, and ESG allocations. A minimum of seven days prior to the meeting, a notice listing the applicants and the amount of their requests is published in a local newspaper. The public is then informed of the date, time and location of the hearing. Garland residents and other interested parties are allowed to comment on the proposals. About two weeks subsequent to this public meeting, Council formally adopts the CDBG/HOME//ESG budgets in the form of a resolution.

Environmental Review

After City Council makes a final decision on the use of CDBG/HOME/ ESG funds, staff conducts environmental reviews in accordance with Federal Regulations (24 CFR part 58). This determines the impact of the projects on the environment and the effects of the environment on the projects. Comment period, notices and mailings to interested parties will be in conformance with the Federal Regulations cited in 24 CFR part 58.

Submittal of the Annual Action Plan

An Annual Action Plan is prepared that describes the specific projects to be funded with CDBG/HOME/ESG in a given year and the relationship of the projects to the overall goals and objectives of the consolidated Plan. In addition to the Federal resources, the Annual Action Plan describes other resources from private and non-Federal public sources that are available to address the needs identified in the Consolidate Plan. In addition, the Annual Action Plan is a comprehensive document that describes

how the funding will be used, what geographic areas will be specifically targeted for assistance, how specific federal regulations will be met and what “other actions” will be undertaken that will address obstacles to meeting under-served needs, foster and maintain affordable housing, remove barriers to affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty level families, develop institutional structure and foster coordination between public and private housing and social service agencies.

A draft copy of the Annual Action Plan is made available for citizens to review at library branches, City Hall, the Main Street Municipal Building and the Carver Center. A notice will be placed in a newspaper of general circulation identifying the locations of the Annual Action Plan and the time period available for public comment and the funded activities. The draft will be available for public comment for a minimum of thirty days. The thirty days will proceed the forty five days HUD requires to review the document before the start of the program year.

On Going Activities

Through marketing and outreach, a year-round effort is made to inform Garland residents of the programs and services available through CDBG/HOME/ESG funding. Information is available on the City’s internet home page, “The Garland City Press”, “The Dallas Morning News” and other media. Outreach activities occur regularly at Plan Implementation Committees, Crime Watch Quarterly Meetings, Neighborhood Association Meetings and other public functions. Staff also distributes promotional items and provides technical assistance to non-profits. All citizens, public agencies, and other interested parties have access to the information regarding the use of funds, program income and the range of activities funded.

The Consolidated Plan will be published every 5 years.

Questions, complaints and suggestions regarding the use of funds or the process for distributing funds may be submitted to City of Garland, Planning and Community Development Department, P.O. Box 469002, Garland, TX 75046-9002 or e-mailed to appropriated City staff. Complaints response time is 15 days where practicable.

Program Amendments

A public notice of a change to the Consolidated Plan and Annual Action Plan that is deemed a non-substantial change will be published in a newspaper of general circulation to both minority and non-minority Garland residents. Following a fifteen day comment period, the change will be completed. Such changes may consist of a change in allocation from one activity to another activity that is less than 15 percent of the total annual entitlement amount from HUD, provided that the activity is included in the current Annual action Plan. For example, if a current subrecipient providing after school child care services cannot use allocated funding for any reason, then those funds may be transferred to another subrecipient providing after school child care, if the total of the funding is less than 15 percent of the total annual entitlement amount.

An amendment to the Consolidated Plan and Annual Action Plan is required whenever one of the following situations occurs:

- A change in allocation priorities or a change in the method of distribution of funds;
- A new activity will be carried out using funds covered in the current Annual Action Plan;
- A substantial change to the purpose, scope or beneficiaries of an activity.

The term “substantial” shall be understood to mean:

- A monetary change in excess of 15 percent of the total yearly allocation from all entitlement amounts;
- Any change in intended beneficiaries of an activity (i.e. from seniors to victims of domestic violence);
- A change from one type of project to another (i.e. from street repair to sidewalk repair or from minor home repair to street repair or screening wall construction to drainage improvements); or
- A change in the level of the project (i.e. from street repair to new street construction or from minor home repair to new home construction).

When an amendment to the Consolidated Plan and Annual Action Plan is required, the City of Garland will publish the proposed amendment in a newspaper of general circulation, and mail the proposed amendment to local groups and agencies that would have an interest in the amendment. The public notice will describe the change and designate by name, telephone number, e-mail address and physical address the City staff that will receive written or verbal comments regarding the change. All comments regarding the change will be provided to City Council before adoption of the amendment. A minimum 30-day comment period will be provided. Following the comment period, a public hearing will be held. When the amendment is enacted, the City of Garland will notify HUD and submit a copy of the amendment.

APPENDIX C

PUBLIC INPUT AND MEETING SUMMARIES

HOUSING AND URBAN DEVELOPMENT GRANTS PUBLIC INPUT MEETINGS



GARLAND

*Building a Stronger
Community
Together*



The City of Garland will host three public meetings to receive citizen input regarding community needs in the City.

Implementation of the Fiscal Year 14/15 Annual Action Plan will be discussed as well as the use of Federal grant funds.

All Garland residents are encouraged to attend. If you have questions about the Housing and Urban Development Grants you may contact the Housing and Community Services Department.

Housing and Community Services Department
800 Main Street, Garland TX 75040
972-205-2130
mwoodard@garlandtx.gov

Meeting Times and Dates

Main Street Municipal Bldg
800 Main Street

January 21, 2014
1:30 pm

January 22, 2014
7:00 pm

January 23, 2014
7:00 pm

The meetings are available to all persons regardless of disability. If you require assistance, please call 972-205-2130 at least 48 hours in advance of the scheduled meeting date. Spanish translation will be available upon request.

DMNmedia

Remit Payments (with Acct Number) to: The Dallas Morning News, P.O. BOX 580040, DALLAS, TX 75286-0040

Order Confirmation

Customer:	CITY OF GARLAND	Customer Account:	100004666
Ad Order #:	0001201448	PO Number:	CPN 5989
Sales Rep:	Lynda Black	Order Taker:	Lynda Black

Net Amount:	\$495.00	Tax Amount:	\$0.00	Total Amount:	\$495.00
Payment Method:	Check/Money Order	Payment Amount:	\$0.00	Amount Due:	\$495.00

Ad Order #: 0001201448

Ad Number: 0001201448-01

Color:

Ad Size: 4 X 43.00 Li

Ad Content

Notice of Public Meetings

Public Information for all Interest Parties

Community Development Block Grant, HOME, and Emergency Solutions Grants

The City of Garland has scheduled three public meetings to receive public comments about the use of federal grant funds expected to total about 2.5 million dollars. All Garland citizens, nonprofits services organizations and business owners are encouraged to attend one of three public meetings to provide the City guidance:

Tuesday, January 21, 2014	Blue Bonnet Room, 800 Main St.	1:30 p.m.
Wednesday, January 22, 2014	Blue Bonnet Room, 800 Main St.	7:00 p.m.
Thursday, January 23, 2014	Blue Bonnet Room, 800 Main St.	7:00 p.m.

The City of Garland currently receives three federal grants from the Department of Housing and Urban Development (HUD). The grants are the Community Development Block Grant, HOME Investment Partnership Grant, and Emergency Solutions Grant. The primary purpose of the Community Development Block Grant (CDBG) is to improve the quality of life of low to moderate income households by creating viable living environment, decent housing and economic opportunities. HOME funds are intended to expand the supply of affordable housing for income eligible families. The Emergency Solutions Grant (ESG) serves as the first step in moving people from homelessness to stable independent housing.

The goals of the grants are very broad, but are customized to the specific needs of Garland through the development of the Consolidated Plan. The current 2010-2014 Consolidated Plan outlines the projected priorities and specific goals to be accomplished during the five year time-span. To help in directing funds to the most immediate needs, the City relies on broad citizen input to decide the specific goals, and projects for the upcoming year.

All meetings are accessible to all persons, if you require special accommodations, please call 972-205-2141 48 hours prior to the meeting. Spanish translation will be available upon request.

All Garland residents and Service Providers are encouraged to attend. For more information about the funding process or the CDBG/HOME or ESG grants, contact the Mona Woodard at 972-205-2141 or at mwoodard@garlandtx.gov.

CPN 5989 Pub. 01/13/2014

Run Dates

Publish Date:	01/13/2014	Stop Date:	01/13/2014
Publish Date:	01/13/2014	Stop Date:	01/19/2014

Product

Dallas Morning News
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GARLAND

TEXAS MADE HERE

To: All Interested Groups and Individuals

From: Mona Woodard, Grants Manager, Housing and Community Services

Date: January 10, 2014

Subject: Community Development Block Grant, HOME, and Emergency Solutions Grant

Each year the City of Garland receives three grants from the Department of Housing and Urban Development (HUD). The grants are: Community Development Block Grant (CDBG); HOME Investment Partnership Grant (HOME); and Emergency Solutions Grant (ESG). The primary purpose of the CDBG grant is to develop viable urban communities by providing decent housing, a suitable living environment and expanded economic opportunities, principally for persons of low and moderate income. The HOME grant is intended to expand the supply of decent, safe, sanitary, and affordable housing. The ESG is designed to be the first step in moving people from homelessness to stable independent living.

Working within the broad goals of the grants, the City of Garland in conjunction with non-profit service providers, citizens and other public officials customized a program that uses the funding to meet the unique needs encountered in Garland. This program is spelled out in the City's Consolidated Plan, a five year planning document that defines the City's needs and resulting priorities in allocating the funding. Prior to receiving the yearly funding allocation, the City actively seeks input through a number of different avenues including a series of neighborhood meetings, a citizen survey and meetings with stakeholder groups. The input provides guidance to City Council as they allocate funding to the various activities.

This year in addition to requesting citizen input on activity funding, the City will be requesting citizens' opinions on two proposed amendments to the City's Consolidated Plan. The first amendment will be a proposed addition to our Housing Priorities. The overall Priority is to increase the supply of affordable owner occupied dwellings. The goal for accomplishing the priority is limited to the construction of new homes. The City would like to add an activity to that goal that would allow for purchasing vacant, foreclosed homes, rehabilitating them and then selling them qualifying homeowners.

The second amendment proposed deals with the expansion of the economic development goals in the 2010-2014 Consolidated Plan. In March 2012, the City Council adopted a city-wide

comprehensive plan called "Envision Garland". "Envision Garland" is a guide for physical and economic development for the community over the next 20 years. Achieving the community's vision for neighborhood and economic revitalization in "Envision Garland" demands the coordinated use of all the City's resources, including federal funding. To that end, the City seeks citizen input on the proposed amendment to the 2010-2014 Consolidated Plan. The proposed amendment will more closely align the priorities and goals of the Consolidated Plan and those of Envision Garland while allowing for funding a variety of important future activities.

A calendar highlighting the events involved in the grant funding process is included with this memo. All Garland residents are encouraged to attend one or more of the public meetings to voice your opinions on the allocation of funding, to ask questions or to offer other comments on grant activities. As an alternate means of providing input, a questionnaire is also available on the City of Garland website, www.garlandtx.gov. If you require a paper copy of the questionnaire please contact Elaine Emmert at the phone or e-mail address below. Please note that the date for returning it is February 7, 2014.

If you have any questions about the grants, or if you would like me to make a presentation to your group, please contact me at (972) 205-2141 or e-mail at mwoodard@garlandtx.gov.

PRIORITY RANKING AND CITIZEN COMMENT FORM

Housing and Community Development Survey

This form is provided for persons who desire to make written comments on the Consolidated Plan priorities, potential use of HUD funds for the upcoming year. **This is not an application for funds.** Comments regarding funding of projects will be forwarded to the appropriate service provider prior to submission of their applications for funding. A summary of all comments received will be included with applications submitted to City Council for their review. **Please complete only one survey per person.**

All completed forms must be received in the Grants Management Office located at 800 Main St, Garland, TX 75040 no later than Friday, February 7, 2014. The survey form may be completed online at <http://www.garlandtx.gov/gov/hk/hcs/default.asp> and look for the survey link or if you don't have access to the internet, the form may be faxed to Mona Woodard, Grants Management Office, (972) 205-2149 or emailed to mwoodard@garlandtx.gov

(Please Print)

Name _____ Organization _____

Street _____ City _____

Phone Number _____ E-mail Address _____

What priority should the City of Garland give to the following **housing** needs?

	High	Medium	Low	No Opinion
New Construction Owner Housing	_____	_____	_____	_____
Rent Assistance	_____	_____	_____	_____
Homebuyer Assistance	_____	_____	_____	_____
Homeowner Rehabilitation/Repairs	_____	_____	_____	_____
Veterans Housing Services	_____	_____	_____	_____
Fair Housing/Tenants Rights Programs	_____	_____	_____	_____
Operating Costs for Homeless Shelters	_____	_____	_____	_____
Housing the Homeless (Rapid Re-housing)	_____	_____	_____	_____
Other please specify _____	_____	_____	_____	_____

What priority should the City of Garland give to **Neighborhood Revitalization**?

	High	Medium	Low	No Opinion
Code Enforcement	_____	_____	_____	_____
Neighborhood Beautification Projects	_____	_____	_____	_____
Slum and Blight Removal	_____	_____	_____	_____
Other Needs Not Listed _____	_____	_____	_____	_____

What priority should the City of Garland give to **infrastructure improvements**?

	High	Medium	Low	No Opinion
Flood Drainage Improvement	_____	_____	_____	_____
Curb and Gutter Improvements	_____	_____	_____	_____
Water/Sewer Improvements	_____	_____	_____	_____
Sidewalk Improvements	_____	_____	_____	_____
Street Improvements	_____	_____	_____	_____

	High	Medium	Low	No Opinion
Job Skills Training	_____	_____	_____	_____
Employment Enhancing Training	_____	_____	_____	_____
Small Business Lending	_____	_____	_____	_____
Small Business Counseling	_____	_____	_____	_____
Revitalizing Commercial Centers	_____	_____	_____	_____
Historic Preservation	_____	_____	_____	_____

Additional Comments or Specific locations for suggested Activities:

[illegible]

**Neighborhood Public Meeting
City of Garland Housing and Community Services
800 Main Street
Garland, TX 75040**

January 21, 2014

Two residents were present at the scheduled Neighborhood Public Meeting held at 1:30 pm on January 21, 2014. The meeting began with an oral presentation of the history of CDBG and HOME funding. The objectives of the grants and eligible uses of the funding were discussed. A brief summary of the anticipated activities eligible under the new Emergency Solutions Grant was also presented. Because congress has not passed a budget, the actual anticipated funding for the grants could not be shared with residents. The need to present the value of the programs to State, local and federal representatives was underlined. The funding process was presented along with the tentative calendar for the completion of the various steps in the process. The importance of citizens having a voice in how funding is allocated was emphasized. Information on who to contact with input was given. A discussion was held to determine needs for community development, housing and special needs populations as identified by the citizens.

Time was allotted for citizens to express their opinions on the use of funding or to ask questions regarding the information presented.

Information was provided and there no questions. With no further discussion, the meeting was adjourned.

**Neighborhood Public Meeting
City of Garland Housing and Community Services
800 Main Street
Garland, TX 75040**

January 22, 2014

No residents were present at the scheduled Neighborhood Public Meeting held at 7:00 pm on January 22, 2014. The meeting began with an oral presentation of the history of CDBG and HOME funding. The objectives of the grants and eligible uses of the funding were discussed. A brief summary of the anticipated activities eligible under the new Emergency Solutions Grant was also presented. Because congress has not passed a budget, the actual anticipated funding for the grants could not be shared with residents. The need to present the value of the programs to State, local and federal representatives was underlined. The funding process was presented along with the tentative calendar for the completion of the various steps in the process. The importance of citizens having a voice in how funding is allocated was emphasized. Information on who to contact with input was given. A discussion was held to determine needs for community development, housing and special needs populations as identified by the citizens.

Time was allotted for citizens to express their opinions on the use of funding or to ask questions regarding the information presented.

Information was provided and there no questions. With no further discussion, the meeting was adjourned.

**Neighborhood Public Meeting
City of Garland Housing and Community Services
800 Main Street
Garland, TX 75040**

January 23, 2014

No residents were present at the scheduled Neighborhood Public Meeting held at 7:00 pm on January 23, 2014. The meeting began with an oral presentation of the history of CDBG and HOME funding. The objectives of the grants and eligible uses of the funding were discussed. A brief summary of the anticipated activities eligible under the new Emergency Solutions Grant was also presented. Because congress has not passed a budget, the actual anticipated funding for the grants could not be shared with residents. The need to present the value of the programs to State, local and federal representatives was underlined. The funding process was presented along with the tentative calendar for the completion of the various steps in the process. The importance of citizens having a voice in how funding is allocated was emphasized. Information on who to contact with input was given. A discussion was held to determine needs for community development, housing and special needs populations as identified by the citizens.

Time was allotted for citizens to express their opinions on the use of funding or to ask questions regarding the information presented.

Information was provided and there no questions. With no further discussion, the meeting was adjourned.

Housing

New Affordable Owner
Housing
Rent Assistance
Homebuyer Assistance
Homeowner rehab/repair
Fair Housing/Tenants Right
Operating Cost for Shelters

PUBLIC SERVICE

Abused/Neglected Children
Child Care
Summer Youth Program
Youth Programs
Domestic Violence Prev Svc
Health Services
Legal Services
Mental Health Svcs
Substance Abuse
Intervention
Homeless Prevention
(substance payments)
Homeless Prevention
(Essential Services)
Homeless Services Street
Outreach
Services for Seniors
Services for Special Needs
Population
Job Skill Training
Other

PRIORITY RANKING

AND

CITIZEN COMMENT FORM

High	Medium	Low	No Opinion
40	22	10	11
45	22	12	11
30	10	5	5
47	30	5	10
10	36	0	0
52	26	13	0

High	Medium	Low	No Opinion
68	19	4	7
42	30	15	9
53	34	8	6
51	28	7	7
70	18	5	5
63	27	7	2
45	22	22	7
51	28	13	9
37	35	18	8
41	24	20	11
46	27	16	9
37	33	14	9
57	26	8	5
66	22	5	8
42	51	8	8
25	6	1	7

INFRASTRUCTURE IMPROVEMENTS

Flood Drainage
Improvement
Curb and Gutter
Improvements
Water/Sewer Improvements
Sidewalk Improvements
Street Improvements
Other Infrastructure

High	Medium	Low	No Opinion
36	28	11	19
39	24	11	19
45	28	9	15
39	30	11	16
50	16	6	12
17	7	1	23

Other

Code Enforcement
Historic Preservation
Slum/Blight Removal
Other Need not Listed

20	30	17	26
6	6	6	50
36	21	16	22
7	3	3	25

72 Questionnaires were received

DMNmedia

Remit Payments (with Acct Number) to: The Dallas Morning News, P.O. BOX 660040, DALLAS, TX 75266-0040

Order Confirmation

Customer: GARLAND HOUSING AGENCY
Ad Order #: 0001289388
Sales Rep: Lynda Black

Customer Account: 100128791
PO Number:
Order Taker: Lynda Black

Net Amount:	\$89.60	Tax Amount:	\$0.00	Total Amount:	\$89.60
Payment Method:	Check/Money Order	Payment Amount:	\$0.00	Amount Due:	\$89.60

Ad Order #: 0001289388

Ad Number: 0001289388-01

Color: Ad Size: 1 X 21.00 Li

Ad Content

TO ALL INTERESTED
GROUPS AND
INDIVIDUALS

The City of Garland
Annual Action Plan for
the 2014 program year is
available for citizen
review and comment
from 7/7/14 through 8/8/14.
A draft copy of the Plan
is available at the
Housing and Community
Services office located at
800 Main Street, Garland,
TX between the hours of
8:30 a.m. and 4:30 p.m.
For additional
information contact Mona
Woodard at (972) 205-2130.

Run Dates

Publish Date: 07/07/2014 Stop Date: 07/07/2014
Publish Date: 07/07/2014 Stop Date: 07/13/2014

Product

Dallas Morning News
DallasNews.com

Placement/Classification - Position

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Legals Bids Notices - LN Legal Notices

Woodard, Mona

From: Woodard, Mona
Sent: Tuesday, June 03, 2014 3:05 PM
To: Black, Lynda (lblack@dallasnews.com)
Subject: Notice Paper 2013
Attachments: Notice Paper 2013.doc

Importance: High

Good Afternoon Lynda,

I have attached a copy of a Public Notice that we will need to run in the legal section of the DMN on July 7, 2014. Please send me a proof for my records once available.

Thanks so much and let me know if you have any questions.

Mona L. Woodard
City of Garland
Housing and Community Services Department
972-205-2130

TO ALL INTERESTED GROUPS AND INDIVIDUALS

The City of Garland Annual Action Plan for the 2014 program year is available for citizen review and comment from 7/7/14 through 8/8/14. A draft copy of the Plan is available at the Housing and Community Services office located at 800 Main Street, Garland, TX between the hours of 8:30 a.m. and 4:30 p.m. For additional information contact Mona Woodard at (972) 205-2130.

APPENDIX D
PROPOSED PROJECTS
TABLE 3C

RESOLUTION NO. 10142

A RESOLUTION ADOPTING AND APPROVING THE CONSOLIDATED PLAN - ONE YEAR PLAN OF ACTION INCLUDING A REVISED STATEMENT OF USES OF FUNDS FOR THE 2014/2015 COMMUNITY DEVELOPMENT BLOCK GRANT, HOME INVESTMENT PARTNERSHIP AND EMERGENCY SOLUTIONS GRANT PROGRAMS; AND APPROVING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARLAND, TEXAS:

Section 1

That the Consolidated Plan - One Year Action Plan, which includes the Statement of Community Development Objectives and Projected Use of Funds for the 2014-2015 Community Development Block Grant, HOME Investment Partnership Program and Emergency Solutions Grant programs, attached hereto as Exhibit A and incorporated herein by reference, is hereby adopted and approved.

Section 2

That this resolution shall be and become effective immediately upon and after it's adoption and approval.

PASSED AND APPROVED this the 20th day of May, 2014.

THE CITY OF GARLAND, TEXAS

BY: 

Mayor

ATTEST:


City Secretary

Attachment A

**ALLOCATION OF COMMUNITY DEVELOPMENT GRANT FUNDING
FY 2014/2015**

The City will receive \$1,827,995 from the Department of Housing and Urban Development for the Community Development Block Grant. There is \$263,632 available in reprogrammed funds for a total of \$2,091,627. The HOME Investment Partnership Program allocation is \$501,392. Emergency Solutions Grant funding of \$147,494 is available. Specific grant funded activities are as follows:

**COMMUNITY DEVELOPMENT BLOCK GRANT
2014 - 2015**

PUBLIC SERVICES

Achievement Center of Texas	41,418
Axe Memorial United Methodist Church	1,173
Counseling Institute of Texas	10,693
Dental Health Program	38,248
Hope Clinic	26,669
Galaxy Center	15,307
Garland Family YMCA	7,852
Garland Police – Boxing Program	22,392
Mount Hebron Literacy Enhancement	7,593
Mount Hebron Summer Arts Program	1,451
Code Compliance – Elderly Lawn Care	22,041
New Beginning Center – Family Violence	26,204
Park – S.T.A.R.S	27,089
Reinventing Human Capital	2,958
Salvation Army – After School Program	7,601
Salvation Army – Rent/Mortgage Assistance	7,601
Senior Citizens (Garland Ombudsman)	7,912

TOTAL \$274,199

PROJECTS

Code Compliance	182,000
Minor Home Repair	150,000
Great Homes Project	265,789
Single Family Rehabilitation	200,040
Street Replacement	654,000
Sussex/Avon, Ridgecrest to Stratford	\$266,000
Lakeside, Garland to Garwood	\$276,000

TOTAL	\$1,451,829
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ADMINISTRATION

Grant Administration	345,599
Fair Housing	20,000

TOTAL	365,599
--------------	----------------

TOTAL CDBG FUNDING**\$2,091,627**

**HOME
2014 - 2015**

ADMINISTRATION

HOME Administration	50,139
TOTAL	\$50,139

CHDO ACTIVITIES

Housing and Community Services CHDO Infill Housing	75,209
TOTAL	\$75,209

HOME PROJECTS

Housing and Community Services Infill Housing	336,044
Housing and Community Services Downpayment Assistance	40,000
TOTAL	\$376,044

TOTAL HOME FUNDING

\$501,392

**EMERGENCY SOLUTIONS GRANT FUNDS
2014 - 2015**

SHELTER SERVICES

New Beginning Center	49,590
TOTAL	\$49,590

ESG PREVENTION

Mount Hebron Urban Community Housing	31,647
TOTAL	\$31,647

ESG RAPID RE-HOUSING

Mount Hebron Urban Community Housing	13,335
New Beginning Center	13,335
TOTAL	\$26,670

DATA COLLECTION

Metro Dallas Homeless Alliance	28,525
TOTAL	\$28,525

ESG ADMINISTRATION

Grants Management	11,062
TOTAL	\$11,062

TOTAL ESG FUNDING

\$147,494

DESCRIPTION OF ACTIVITIES

Project Title

Daycare for Special Needs

Applicant Name

Achievement Center for Texas

Priority Need

Public Service

Explanation

Assist neighborhood residents with a broad spectrum of public service activities

Proposed Outcome

Availability for the purpose of providing a suitable living environment

Objective and Outcome

Suitable Living Environment
Availability/Access

Specific Objectives

Improve the services for l/m income persons

Project Description

This program provides daycare services to low to moderate income children and young adults that are physically and/or mentally challenged.

Location

2950 North Shiloh Road
Garland, TX 75044

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

X

Pub Housing Needs:

Type of Recipient

Private

HUD Matrix Code

05B Handicapped Services

Citation

570.201(e)

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

16

Funding

CDBG

\$41,418.00

ESG

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total:

\$41,418.00

DESCRIPTION OF ACTIVITIES

Project Title

Axe Memorial Church Food Pantry

Applicant Name

Axe Memorial United Methodist Church

Priority Need

Public Service

Objective and Outcome

Suitable Living Environment
Availability/Accessibility

Explanation

Assist neighborhood residents with a broad spectrum of public service activities

Specific Objectives

Improve the services for l/m income persons

Proposed Outcome

Availability for the purpose of providing a suitable living environment

Project Description

The Axe Food Pantry serves very low to extremely low income families in the 75041 zip code who are seeking assistance with feeding their families. The funding will provide 64 individuals with food for a week (\$26.64 per person).

Location

1700 W. Kingsley
Garland, TX 75041

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Private

Citation

570.201(e)

HUD Matrix Code

05W

Eligibility

570.208(a)(2)

National Objective

LMC

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

30

Funding

CDBG \$1,173.00

ESG

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total: \$1,173.00

DESCRIPTION OF ACTIVITIES

Project Title

Counseling Program Assistance Fund

Applicant Name

Counseling Institute of Texas, Inc.

Priority Need

Public Services

Objective and Outcome

Suitable Living Environments
Availability/Accessibility

Explanation

Assist neighborhood residents with
a broad spectrum of public service activities

Specific Objectives

Improve services for l/m income persons

Proposed Outcome

Availability for the purpose of providing a suitable living environment

Project Description

The Counseling Program Assistance Fund provides therapy for children, adolescents and adulthood with a variety of issues including problems related to school truancy, criminal criminal offense, first time offenders, anger management, sexual abuse, and depression. Additional services include counseling for juveniles with sexual behavior problems and fire setting.

Location

3200 Southern Dr. Suite 100
Garland, TX 75043

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Private

HUD Matrix Code

050 Mental Health Services

Citation

570.204

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

People

Estimated Units Completed

60

<u>Funding</u>	
CDBG	\$10,693.00
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$10,693.00

DESCRIPTION OF ACTIVITIES

Project Title

Garland Dental Program

Applicant Name

Dental Health Programs, Inc

Priority Need

Public Services

Objective and Outcome

Suitable Living Environment
Availability/Accessibility

Explanation

Assist neighborhood residents with a broad spectrum
of public service activities

Specific Objective

Improve services to low
income persons

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment

Project Description

This program will provide dental care to low income children and elderly citizens
of Garland.

Location

802 Hopkins Street
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Public Housing Needs:

Type of Recipient

Private

Citation

570.201(e)

HUD Matrix Code

05M Health Services

Eligibility

570.208(a)(2)

National Objective

LMC

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

86

Funding

CDBG \$38,248.00

ESG

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total: \$38,248.00

DESCRIPTION OF ACTIVITIES

Project Title

Elderly Yard Care

Applicant Name

Code Compliance

Priority Need

Public Services (General)

Explanation

Assist neighborhood residents with a broad spectrum of public services

Objective and Outcome

Suitable Living Environment
Sustainability

Specific Objective

Improve the services for l/m s income person

Proposed Outcome

Sustainability for the purpose of creating a suitable living environment

Project Description

This program provides yard mowing for elderly and/or disabled Garland residents who are l/m income. Mowing occurs two times per week from May to September.

Location

210 Carver Street, Suite 101
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

X

Type of Recipient

Local Government

Citation

570.201(e)

HUD Matrix Code

05A Senior Services

Eligibility

570.208(a)(2)

National Objective

LMC

Start Date

10/1/2014

Completion Date

9/30/2014

Performance Indicator

01 People

Estimated Units Completed

80

<u>Funding</u>	
CDBG	\$22,041.00
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$22,041.00

DESCRIPTION OF ACTIVITIES

Project Title

Medical Clinic for the Uninsured and Underserved of Garland

Applicant Name

Hope Clinic of Garland

Priority Need

Public Services

Objective and Outcome

Suitable Living Environment
Availability/Accessibility

Explanation

Assist neighborhood residents with a broad spectrum of public service activities

Specific Objective

Improve the services for l/m income persons

Proposed Outcome

Availability for the purpose of providing a suitable living environment

Project Description

This program provides a free clinic to very low income residents. Services offered will include basic health screenings, diabetes education, facilitation of obtaining perscriptions, and basic health services. CDBG fundig will be used for operating expenses and supplies.

Location

808 W. Avenue A
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

Type of Recipient

Private

HUD Matrix Code

05M Health Services

Citation

570.201(e)

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

1700

Funding

CDBG \$26,669.00

ESG

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total: \$26,669.00

DESCRIPTION OF ACTIVITIES

Project Title

General Counseling

Applicant Name

Galaxy Counseling Center

Priority Need

Public Services

Objective and Outcome

Suitable Living Environment
Availability/Access

Explanation

Assist neighborhood residents with a
broad spectrum of public service activities

Specific Objective

Improve the services for l/m income
persons

Proposed Outcome

Availability for the purpose of providing a suitable living environment

Project Description

This program provides counseling services to eligible low income adults, children
and adolescents who are suffering from a variety of emotional and family
problems.

Location

1025 S. Jupiter
Garland, TX 75042

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

Type of Recipient

Private

Citation

570.201(e)

HUD Matrix Code

050 Mental Health Services

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Funding

CDBG \$15,307

ESG

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Asst Housing:

PHA:

Other Funding

Project Total: \$15,307

Performance Indicator

01 People

Estimated Units Completed

35

DESCRIPTION OF ACTIVITIES

Project Title

Garland Family YMCA Childcare Program

Applicant Name

YMCA of Metropolitan Dallas - Garland Branch

Priority Need

Public Services

Objective and Outcome

Suitable Living Environment
Availability/Accessibility

Explanation

Create opportunities for low and moderate income people to become self sufficient

Specific objectives

Improve services for l/m income persons

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment

Project Description

This program will provide child care to children in low/moderate income families during the summer vacation months. Child care will be provided at the YMCA location. Services are geared to children 5 to 15 year olds

Location

1709 N. Garland Road, Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Private

Citation

570.201(e)

HUD Matrix Code

05L Child Care Services

Eligibility

570.208(a)(2)

National Objective

LMC

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

18

<u>Funding</u>	
CDBG	\$7,852.00
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Asst Housing:	
PHA:	
Other Funding	
Project Total:	\$7,852.00

DESCRIPTION OF ACTIVITIES

Project Title

Garland Police Youth Boxing/Karate Program

Applicant Name

Garland Police Youth Boxing Gym

Priority Need

Public Services

Objective and Outcome

Suitable Living Environment
Availability/Accessability

Explanation

Assist neighborhood residents with a broad spectrum of public service activities

Specific Objective

Improve the services for l/m income persons

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment

Project Description

This program provides boxing training as an alternative to gang activity for at risk youth. Tutoring and homework assistance are also provided.

Location

101 S. Ninth Street
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

05D Youth Services

Citation

570.201(e)

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

120

<u>Funding</u>	
CDBG	\$22,392.00
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$22,392

DESCRIPTION OF ACTIVITIES

Project Title

Mount Hebron Summer Arts Program

Applicant Name

Mount Hebron Urban Community Housing

Priority Need

Public Services

Objective and Outcome

Suitable Living Environment
Availability/Accessibility

Explanation

Assist neighborhood residents with a broad spectrum of public service activities

Specific Objective

Improve the services for l/m income persons

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment

Project Description

This project is geared to youth between the ages of 11 and 16. The goal of the project is to provide arts and athletic instructions and weekly outings for low income youth during the summer months. Youth in this age group need a safe, supervised environment during the summer vacation.

Location

901 Dairy Road
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

Type of Recipient

Subrecipient Private

HUD Matrix Code

05L Child Care Services

Citation

570.201(e)

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

7

<u>Funding</u>	
CDBG	\$1,451.00
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Asst Housing:	
PHA:	
Other Funding	
Project Total:	\$1,451.00

DESCRIPTION OF ACTIVITIES

Project Title

Mount Hebron Before/After School Program

Applicant Name

Mount Hebron Urban Community Housing

Priority Need

Public Services

Objective and Outcome

Suitable Living Environment
Availability/Accessibility

Explanation

Assist neighborhood residents with a broad spectrum of public service activities

Specific Objective

Improve the services for l/m income persons

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment

Project Description

This program provides before and after school care and tutoring for children during the school year and summer day camp activities during the summer break.

Location

901 Dairy Road
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Subrecipient Private

HUD Matrix Code

05L Child Care Services

Citation

570.201(e)

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

2

<u>Funding</u>	
CDBG	\$7,593.00
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Asst Housing:	
PHA:	
Other Funding	
Project Total:	\$7,593.00

DESCRIPTION OF ACTIVITIES

Project Title

Family Violence Treatment and Prevention - CDBG

Applicant Name

New Beginning Center, Inc

Priority Need

Public Services

Objective and Outcome

Suitable Living Environment
Availability/Access

Explanation

Assist neighborhood residents with a broad spectrum of public service activities

Specific Objective

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment

Project Description

This program will provide family violence counseling programs for battered women and children, and for men who batter. It also promotes public understanding of abused women and Texas laws relating to domestic violence.

Location

Confidential

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Private Subrecipient

HUD Matrix Code

05G Battered/ Abused Spouses

Citation

570.201(e)

National Objective

LMC

Eligibility

570.208 (a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Funding

CDBG \$26,204.00

ESG

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total: \$26,204.00

Performance Indicator

01 People

Estimated Units Completed

150

DESCRIPTION OF ACTIVITIES

Project Title

STARS Program - CDBG

Applicant Name

Parks Department

Priority Need

Public Services

Explanation

Assist neighborhood residents with a broad spectrum of public service activities

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment

Project Description

The program will provide financial assistance to low income youth to enable them to participate in activities at various recreation centers during the summer. STARS will offer children structured athletic, art, recreation and self-improvement activities for youth ages 6-12.

Location

Gale Fields Recreation Center and Granger Recreation Center

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

05D Youth Services

Citation

570.201(e)

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

162

Objective and Outcome

Suitable Living Environment

Availability/Accessibility

Specific Objective

Improve the services for l/m income persons

<u>Funding</u>	
CDBG	\$27,089.00
ESG	
HOME	
HOPWA	
<u>Prior Yr Funds:</u>	
<u>Other Funding:</u>	
<u>Assisted Housing:</u>	
<u>PHA:</u>	
<u>Other Funding</u>	
<u>Project Total:</u>	\$27,089.00

DESCRIPTION OF ACTIVITIES

Project Title

Family Crisis Intervention

Applicant Name

Reinventing Human Capital

Priority Need

Public Services

Objective and Outcome

Suitable Living Environment
Availability/Accessibility

Explanation

Assist neighborhood residents with a broad spectrum of public services

Specific Objectives

Proposed Outcome

Availability for the purpose of providing a suitable living environment

Project Description

RHC will provide 6 weeks of counseling for l/m income families seeking help. The program will consist of intake and comprehensive assessment (including drug usage), anger management, conflict resolution, self respect, cultural sensitivity, substance abuse and goal setting. Sessions take place on Mondays and Saturdays.

Location

1029 Centerville Rd
Garland, TX 75041

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Private

Citation

570.201.(e)

HUD Matrix Code

050 Mental Health Services

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

18

<u>Funding</u>	
CDBG	\$2,958.00
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Asst Housing:	
PHA:	
Other Funding	
Project Total:	\$2,958.00

DESCRIPTION OF ACTIVITIES

Project Title

Salvation Army Rent and Mortgage Assistance

Applicant Name

Salvation Army

Priority Need

Public Services

Objective and Outcome

Decent Housing - Sustainability

Explanation

Assist neighborhood residents with a broad spectrum of public service activities

Specific Objective**Proposed Outcome**

Sustainability for the purpose of providing decent housing

Project Description

The program will assist in preventing homelessness by providing financial assistance to families experiencing financial difficulties. Assistance will be rent/utility subsistence payment not to exceed \$500/mo. for no more than 3 months.

Location

451 West Avenue D,
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless ☒ X
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Private

HUD Matrix Code

05Q Subsistence Payments

Citation

570.204

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

60

Funding

CDBG \$7,601.00

ESG

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total: \$7,601.00

DESCRIPTION OF ACTIVITIES

Project Title

Salvation Army After School Program

Applicant Name

Salvation Army Boys and Girls Club

Priority Need

Public Services

Explanation

Assist neighborhood residents with a broad spectrum of public service activities

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment

Project Description

This program is designed to develop good homework and study habits for youth so that they will not only stay in school, but succeed, as well. The program consists of homework help, tutoring, and educational enhancement with the use of a computer lab. Social and recreational activities are also included.

Location

435 Fifth Street
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

Type of Recipient

Subrecipient Private

HUD Matrix Code

05L Childcare Services

Citation

570.201(e)

National Objective

LMC

Eligibility

570.208(a)(2)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

44

Objective and Outcome

Suitable Living Environment
Availability/Access

Specific Objectives

Improve services for
l/m income persons

<u>Funding</u>	
CDBG	\$7,601.00
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$7,601.00

DESCRIPTION OF ACTIVITIES

Project Title

Garland Ombudsman

Applicant Name

Senior Citizens of Greater Dallas

Priority Need

Public Services

Explanation

Assist neighborhood residents with a broad

Proposed Outcome

Availability for the purpose of providing a suitable living environment

Objective and Outcome

Suitable Living Environment
Availability/Accessibility

Specific Objectives

Improve the services for l/m
income persons

Project Description

Senior Citizens of Greater Dallas will provide a part time staff person to serve all nursing and assisted living facilities in Garland. Staff will provide direct advocacy and visitation to all residents in those facilities. Staff will monitor care, investigate and work to resolve complaints. Additionally, he/she will provide training to facility staff and resident and family councils on residents rights, abuse and neglect and reduction in the use of restraints

Location

3910 Harry Hines Blvd
Dallas, TX 75219

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

Type of Recipient

Private

Citation

570.201(c)

HUD Matrix Code

05A Senior Services

Eligibility

570.208(a)(2)

National Objective

LMC

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

350

<u>Funding</u>	
CDBG	\$7,912
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Asst Housing:	
PHA:	
Other Funding	
Project Total:	\$7,912

DESCRIPTION OF ACTIVITIES

Project Title

Grant Administration

Applicant Name

City of Garland - Housing and Community Services

Priority Need

Planning and Administration

Objective and Outcome

Explanation

Increase public awareness and participation; ensure that all activities are carried out in accordance with regulations

Specific Objectives

Proposed Outcome

Project Description

Administration and planning activities involved with the management and oversight of CDBG funding. Examples of activities include, but are not limited to monitoring, preparation of required HUD reports such as the Annual Action Plan and CAPER, outreach to citizens and coordination with other entities.

Location

800 Main Street
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

21 A general Program Administration

Citation

570.206

National Objective

Eligibility

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

N/A

Estimated Units Completed

N/A

Funding

CDBG \$376,044.00
ESG
HOME
HOPWA

Prior Yr Funds:

Other Funding:

Asst Housing:

PHA:

Other Funding

Project Total: \$376,044.00

DESCRIPTION OF ACTIVITIES

Project Title

Grant Administration - Fair Housing

Applicant Name

City of Garland - Office of Fair Housing

Priority Need

Planning and Administration

Objective and Outcome

Explanation

Increase public awareness and participation; ensure that all activities are carried out in accordance with regulations

Specific Objectives

Proposed Outcome

Project Description

The office of fair housing will provide city-wide outreach to increase awareness of fair housing laws; continued fair housing enforcement, complaint investigation, conciliation, homebuyer informational activities; reproting and enforcement of Analysis of Impediments strategies and; work to protect the public interest in regard to fair housing and overall fair housing activities to meet the objectives identified in the Consolidated Plan.

Location

210 Carver Suite 102A
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Funding

CDBG \$20,000.00
ESG
HOME
HOPWA

Type of Recipient

Local Government

Prior Yr Funds:
Other Funding:

HUD Matrix Code

21 A general Program Administration

Citation

570.206

Asst Housing:
PHA:

National Objective

Eligibility

Other Funding

Start Date

10/1/2014

Completion Date

9/30/2015

Project Total: \$20,000.00

Performance Indicator

N/A

Estimated Units Completed

5

DESCRIPTION OF ACTIVITIES

Project Title

Code Inspectors

Applicant Name

City of Garland - Code Compliance Department

Priority Need

Decent Housing

Objective and Outcome

Decent Housing - Sustainability

Explanation

Foster healthy, stable and physically attractive neighborhoods

Specific Objective

Maintain the supply of rental and owner occupied housing in l/m neighborhoods

Proposed Outcome

Sustainability for the purpose of providing decent housing

Project Description

CDBG funding will be used for the equivalent of salaries and benefits of three code compliance officers. Activities will include proactive and rective inspections in CDBG eligible areas.

Location

178.081,181.052,181.053,181.055,181.183,181.192, 181.221, 181.271, 181.272, 181.273, 181.282, 181.283, 181.311, 182.032, 182.041, 182.042, 182.043, 182.053, 182.061, 182.062, 182.063, 182.064, 183.001, 183.002, 183.003, 183.005, 184.011, 184.012, 184.031, 184.032, 185.013, 186.001, 186.004, 187.001, 187.003, 187.004, 187.005, 187.006, 187.007, 188.012, 188.013, 188.014, 188.021, 189.003, 189.004, 190.043, 190.131, 190.132, 190.133, 190.134, 190.142, 190.143, 190.213, 190.216, 190.321, 190.322, 190.323, 190.331, 190.334.

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

15 Code Enforcement

Citation

570.202 ©

National Objective

LMA

Eligibility

570.208(a)(1)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

72,330

<u>Funding</u>	
CDBG	\$182,000.00
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$182,000.00

DESCRIPTION OF ACTIVITIES

Project Title

Single Family Rehabilitation Loan Program

Applicant Name

City of Garland - Housing and Community Services

Priority Need

Housing - Owner Occupied

Objective and Outcome

Decent Housing - Sustainability

Explanation

Assist low and moderate income homeowners to maintain safe and affordable housing

Specific Objective

Project Description

The Single Family Rehabilitation Loan program assists families with rehabilitation that is financed through a loan that is repaid on a sliding scale (families that earn 50% or less of ami may have the loan forgiven) and favorable rates - 0% for the term of the loan. Rehabilitation brings homes into compliance with minimum housing standards including abatement of lead based paint hazards as required. Rehabilitation costs per unit are capped at \$25,000. It is estimated that \$47,000 in revolving loan funds will be received during the program year.

Location

800 Main St.
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

14A Rehab; Single
Unit Residential

Citation

570.202

National Objective

LMH

Eligibility

570.208(a)(3)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

10 Housing Units

Estimated Units Completed

7

Funding

CDBG	\$200,040.00
ESG	
HOME	
HOPWA	
Prior Yr Funds:	
Revolving Loan	\$47,000.00
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$247,040.00

DESCRIPTION OF ACTIVITIES**Project Title**

CDBG Great Homes Project

Applicant Name

City of Garland - Housing and Community Services

Priority Need

Housing - Owner Occupied

Objective and Outcome

Decent Housing - Sustainability

Explanation

Assist low and moderate income homeowners to maintain safe and affordable housing

Specific Objective**Project Description**

Through the Great Homes project vacant single family houses will be purchased, rehabilitated and re-sold to income qualifying homeowners. The program places a priority on energy efficiency and will provide energy star rated appliances and use energy saving building materials while improving the overall integrity of the building envelope.

Location

800 Main St.
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Funding

CDBG \$265,789.00

ESG

HOME

HOPWA

Prior Yr Funds:

Revolving Loan

Assisted Housing:

PHA:

Other Funding

Project Total: \$265,789.00

Type of Recipient

Local Government

HUD Matrix Code

14G Acqui. Rehab
Unit Residential

Citation

570.202

National Objective

LMH

Eligibility

570.208(a)(3)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator Estimated Units Completed

10 Housing Units

2

DESCRIPTION OF ACTIVITIES

Project Title

Minor Home Repair

Applicant Name

City of Garland - Neighborhood Services

Priority Need

Housing

Objective and Outcome

Decent Housing - Sustainability

Explanation

Assist l/m income homeowners to maintain safe and affordable housing

Specific Objective

Improve the quality of owner housing

Proposed Outcome

Sustainability for the purpose of providing decent housing.

Project Description

This program will provide for minor home repairs of a critical nature. Repairs may include: replacement of hot water heater, and/or HVAC systems, electrical repairs or upgrading or roof replacement .

Location

800 Main St.
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

14A Rehab; Single Unit Res.

Citation

570.202

National Objective

LMH

Eligibility

570.208(a)(3)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

10 Housing Units

Estimated Units Completed

11

Funding

CDBG \$150,000.00
ESG
HOME
HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total: \$150,000.00

DESCRIPTION OF ACTIVITIES

Project Title

Infrastructure Replacement - Edgefield, First to Third

Applicant Name

City of Garland - Street Department

Priority Need

Infrastructure

Objective and Outcome

Suitable Living Environment - Availability/Access

Explanation

Foster healthy, stable and physically attractive neighborhoods

Specific Objectives

Improve quality/increase quantity of public improvements for lower income persons

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment.

Project Description

This is a replacement project and consists of removing failed sections of the street surface, repairing the road-bed and replacing the surface material. It is a residential street, located a block group bounded by W. Avenue G on the north, Fairview on the south, First Street on the east and Third Street on the west. The I/m percentage is 55%

Location

Census Tract 0187.00 and Block Group 1

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

03K Street Improvements

Citation

570.201 ©

National Objective

LMA

Eligibility

570.208(a)(1)

Start Date

10/1/2014

Completion Date

9/30/2015

Funding

CDBG \$250,000.00

ESG

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total: \$250,000.00

Performance Indicator

01 People

Estimated Units Completed

877

DESCRIPTION OF ACTIVITIES

Project Title

Infrastructure Replacement - Alamo,Sylvan to Norwood.

Applicant Name

City of Garland - Street Department

Priority Need

Infrastructure

Objective and Outcome

Suitable Living Environment - Availability/Access

Explanation

Foster healthy, stable and physically attractive neighborhoods

Specific Objectives

Improve quality/increase quantity of public improvements for lower income persons

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment.

Project Description

This is a replacement project and consists of removing failed sections of the street surface, repairing the road-bed and replacing the surface material. It is a residential street, located a block group bounded by Bandera on the north, Alamo on the south, Sylvan on the east and N. Garland Rd. on the west. The I/m percentage is 62.1%

Location

Census Tract 0188.00 and Block Group 2

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

03K Street Improvements

Citation

570.201 ©

National Objective

LMA

Eligibility

570.208(a)(1)

Start Date

10/1/2014

Completion Date

9/30/2015

Funding

CDBG \$185,000.00

ESG

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total: \$185,000.00

Performance Indicator

01 People

Estimated Units Completed

1357

DESCRIPTION OF ACTIVITIES

Project Title

Street Replacement - Chandler, Cedar to Ewing

Applicant Name

City of Garland - Street Department

Priority Need

Infrastructure

Objective and Outcome

Suitable Living Environment
Availability/Accessibility

Explanation

Foster healthy, stable and physically attractive neighborhoods

Specific Objective

Proposed Outcome

Accessibility for the purpose of creating a suitable living environment

Project Description

This is a replacement project and consists of removing failed sections of the street surface, repairing the road-bed and replacing the surface material. It is a residential street bounded on the north by Oak St., Parkway on the east; by Cedar on the south; and by Edgefield on the west. The street is primarily residential having no community or other amenity. Percentage of low income 72.9%

Location

Census Tract and Block Group: 0185.00, with block group being 5

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

03K Street Improvements

Citation

570.201 ©

National Objective

LMA

Eligibility

570.208(a)(1)

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

People

Estimated Units Completed

1126

Funding

CDBG \$219,000.00

ESG

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total: \$219,000.00

DESCRIPTION OF ACTIVITIES

Project Title

HOME Administration

Applicant Name

Neighborhood Services

Priority Need

Planning and Administration

Objective and Outcome

Explanation

Regulations permit a maximum of 10% of HOME entitlement funds to be used for administration

Specific Objectives

Proposed Outcome

Project Description

Grants Management will utilize HOME administration funds to oversee and monitor HOME funded activities.

Location

800 Main Street
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

21H HOME Admin/Planning Costs of PJ

Citation

Eligibility

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

Estimated Units Completed

Funding

CDBG	
ESG	
HOME	\$50,139.00
HOPWA	
Prior Yr Funds:	
Other Funding:	
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$50,139.00

DESCRIPTION OF ACTIVITIES

Project Title

HOME Infill Housing

Applicant Name

City of Garland - Neighborhood Development

Priority Need

Owner Occupied Housing

Objective and Outcome

Decent Housing - Affordability

Explanation

Expand the supply of affordable, owner occupied housing through new construction and/or financial assistance to purchase a new or existing home. Program income will be used to fund additional new units

Specific Objective

Increase the availability of affordable owner occupied housing

Proposed Outcome

Affordability for the purpose of providing decent housing

Project Description

This project will provide for the construction of new housing on vacant lots interspersed through out the City
The housing constructed will be sold to qualified low/moderate income families

Location

800 Main St
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

12 Construction of Housing

Citation

570.201(m)

National Objective**Eligibility****Start Date**

10/1/2014

Completion Date

9/30/2015

Performance Indicator

10 Housing Units

Estimated Units Completed

2

Funding

CDBG	
ESG	
HOME	\$336,044.00
HOPWA	
Prior Yr Funds:	
Other Funding:	\$110,000.00
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$446,044.00

DESCRIPTION OF ACTIVITIES

Project Title

HOME - CHDO Infill

Applicant Name

Neighborhood Services

Priority Need

Housing

Objective and Outcome

Decent Housing - Affordability

Explanation

Increase the supply of affordable owner occupied housing.

Specific Objective

Increase the availability of affordable owner occupied Housing

Proposed Outcome

Affordability for the purpose of providing decent housing.

Project Description

The CHDO set aside funding will be used to produce infill housing throughout the community. Garland Habitat for Humanity is Garland's only CDHO. At a minimum homes will be 1100 sq. ft. The units will have 3 bedrooms, 2 bathrooms and the exterior will be brick. All appliances will have the energy star rating.

Location

800 Main St.
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Private

HUD Matrix Code

NA

Citation

570(a)(3)

National Objective

LMC

Eligibility

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

10 Housing Units

Estimated Units Completed

1

Funding

CDBG	
ESG	
HOME	\$75,209.00
HOPWA	
Prior Yr Funds:	
Other Funding:	
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$75,209.00

DESCRIPTION OF ACTIVITIES

Project Title

HOME Program First Time Homebuyer Assistance

Applicant Name

City of Garland - Neighborhood Services

Priority Need

Owner Occupied Housing

Objective and Outcome

Decent Housing

Availability/Accessibility

Explanation

Increase the supply of affordable owner occupied housing

Specific Objectives

Proposed Outcome

Affordability for the purpose of providing decent housing

Project Description

Funds will be used to assist first-time homebuyers purchase an existing home within the city limits of Garland. The funds will be used to defray down payment and closing costs and possibly provide for principal reduction of individual mortgage loans. Homes will meet or exceed minimum property standards. Assistance will not exceed \$10,000 per household

Location

800 Main St

Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless

Persons HIV/AIDS

Persons Disabilities

Pub Housing Needs:

Type of Recipient

Private

HUD Matrix Code

4 Direct Homeownership

Assistance

Citation

570 201 (n)

National Objective

LMC

Eligibility

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

04 Households

Estimated Units Completed

4

Funding

CDBG

ESG

HOME

\$40,000.00

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total:

\$40,000.00

DESCRIPTION OF ACTIVITIES

Project Title

ESG Administration

Applicant Name

City of Garland Grants Management

Priority Need

Homeless/Administration

Objective and Outcome

Explanation

General Administration of Grant

Specific Objective

Proposed Outcome

General Administration

Project Description

Administration and planning activities involved with the required oversight and management of the ESG program activities including, but not limited to: coordination, monitoring; and evaluation associated with carrying out multi-activity projects.

Location

800 Main Street
Garland, TX 75040

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Local Government

HUD Matrix Code

21A

Citation

576.21 (a)(5)

National Objective

Eligibility

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

N/A

Estimated Units Completed

<u>Funding</u>	
CDBG	
ESG	\$11,062.00
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$11,062.00

DESCRIPTION OF ACTIVITIES

Project Title

M.U.C.H. Homeless Prevention Grant

Applicant Name

Mount Hebron Urban Community Housing

Priority Need

Homeless

Objective and Outcome

Decent Housing - Affordability

Explanation

Provide a broad spectrum of innovative, progressive housing programs to those who are homeless or at risk of becoming homeless.

Specific Objective

Improve affordability of owner occupied housing

Proposed Outcome

Affordability for the purpose of providing decent housing

Project Description

M.U.C.H. will assist in preventing homelessness by paying rent and utilities for up to 24 months for families with children that are at risk of homelessness.

Location

1233 State Highway 66
Garland, Tx 75040

Primary purpose of the project is to help (check all that apply):

Homeless ☒
Persons HIV/AIDS
Persons Disabilities
Public Housing Needs:

Type of Recipient

HUD Matrix Code

05Q

Citation

576.21(a)(3)

National Objective

Eligibility

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

42

Funding

CDBG

ESG

\$31,647

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total:

\$31,647

DESCRIPTION OF ACTIVITIES

Project Title

Shelter Services Program

Applicant Name

New Beginning Center, Inc.

Priority Need

Homeless

Objective and Outcome

Suitable Living Environment -
Availability/Accessibility

Explanation

Enhance the environment of those living in
homeless shelters

Specific Objective

Improve services to l/mod income people

Proposed Outcome

Availability for the purpose of creating a suitable living environment

Project Description

Funding will be used for an additional victim advocate that assists clients filing for crime victim compensation, and protective orders as well as accompanying them to court, facilitating counseling, parent education, obtaining clothing, assistance in obtaining transportation, connecting residents with mainstream resources, and other necessary support services. Additionally, funding will be used for Shelter Operations. Examples of uses include: routine maintenance, utilities, phone service and van maintenance.

Location

Confidential - domestic assault shelter

Primary purpose of the project is to help (check all that apply):

Homeless ☒ X
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Private

HUD Matrix Code

03T

Citation

576.3

National Objective

Eligibility

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

350

Funding

CDBG	
ESG	\$49,590
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$49,590

DESCRIPTION OF ACTIVITIES

Project Title

ESG HMIS Services

Applicant Name

Metro Dallas Homeless Alliance

Priority Need

Homeless/Data Tracking

Objective and Outcome

Explanation

General Administration of Grant

Specific Objective

Proposed Outcome

Project Description

Metro Dallas Homeless Alliance will provide HMIS Services for the City of Garland and the sub-recipients. The specific software used is ECM.

Location

2816 Swiss Ave.
Dallas, TX 75204

Primary purpose of the project is to help (check all that apply):

Homeless
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Type of Recipient

Private

HUD Matrix Code

21A

Citation

576.21 (a)(5)

National Objective

Eligibility

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

N/A

Estimated Units Completed

Funding

CDBG	
ESG	\$28,525.00
HOME	
HOPWA	
Prior Yr Funds:	
Other Funding:	
Assisted Housing:	
PHA:	
Other Funding	
Project Total:	\$28,525.00

DESCRIPTION OF ACTIVITIES

Project Title

NBC Rapid Re-housing

Applicant Name

Mount Hebron Urban Community Housing

Priority Need

Homeless

Objective and Outcome

Decent Housing - Affordability

Explanation

Provide a broad spectrum of innovative, progressive housing programs to those who are homeless or at risk of becoming homeless.

Specific Objective

Improve affordability of owner occupied housing

Proposed Outcome

Affordability for the purpose of providing decent housing

Project Description

NBC will provide application fees, deposit, and rent/utility assistance as well case management for clients that are literally homeless. Assistance will be provided for up to two years or the time necessary for the clients to become stabilized.

Location

218 N. Tenth Street
Garland, Tx 75040

Primary purpose of the project is to help (check all that apply):

Homeless ☒
Persons HIV/AIDS
Persons Disabilities
Pub Housing Needs:

Funding

CDBG

ESG

\$13,335

HOME

HOPWA

Prior Yr Funds:

Other Funding:

Assisted Housing:

PHA:

Other Funding

Project Total:

\$13,335

Type of Recipient

HUD Matrix Code

05Q

Citation

576.21(a)(3)

National Objective

Eligibility

Start Date

10/1/2014

Completion Date

9/30/2015

Performance Indicator

01 People

Estimated Units Completed

2

APPENDIX E

HOUSING NEEDS TABLE

TABLE 3B
ANNUAL HOUSING COMPLETION GOALS

	Annual Number Expected Units To Be Completed	Resources used during the period			
		CDBG	HOME	ESG	HOPWA
ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)					
Homeless households	4	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	10	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Special needs households	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE RENTAL HOUSING GOALS (SEC. 215)					
Acquisition of existing units	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	102	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Total Sec. 215 Affordable Rental	102	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)					
Acquisition of existing units	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Production of new units	3	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rehabilitation of existing units	18	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance	4	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	27	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)					
Acquisition of existing units	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	3	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	18	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homebuyer Assistance	4	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Housing	27	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL HOUSING GOALS					
Annual Rental Housing Goal	102	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	27	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Annual Housing Goal	129	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPENDIX F
SUMMARY OF SPECIFIC OBJECTIVES
TABLE 3A

Summary of Specific Annual Objectives – Table 3A – Garland

Objective #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number
DH-1 (1.1)	New Construction of affordable owner occupied housing	HOME	Housing Units	3	
DH-1 (1.2)	Provide down payment and/or closing costs assistance to income eligible first time homebuyers	HOME	People	4	
DH-1 (1.3)	Provide outreach and education to Section 8 Family Self Sufficiency Program participants on the process of financing, buying and owning a home	HUD Section 8	People	10	
DH-1 (1.4)	Provide classes and/or seminars to potential homebuyers on the home buying process and responsibilities of owning a home		People	10	
DH-1 (1.5)	Purchase, Rehab., Resell Vacant, Single Family Homes	CDBG/NSP	Housing Units	2	
DH-2 (2.3)	Provide assistance to avoid homelessness/eviction	ESG and CDBG	People	102	
DH-2 (2.4)	Provide Section 8 Housing Vouchers		Households	1525	
DH-3 (3.1)	Provide a grant program to address Minor Home Repairs for Seniors and/or disabled homeowners	CDBG	Housing Units	11	
DH-3 (3.2)	Provide a loan program to address repairs up to \$25K for homeowners	CDBG	Housing Units	7	
SL-1 (1.2)	Maintain physical appearance and safety of neighborhoods in income eligible areas through code compliance	CDBG	People	72,300	
SL-1 (1.3)	Replace or rehabilitate deteriorating streets in income eligible areas.	CDBG	People	3360	
SL-1 (1.4)	Provide operating and supportive services assistance to existing shelters for the homeless	ESG	People	350	
SL-1 (1.5)	Assist existing shelters in providing essential services to residents	ESG	People	Number counted in SL-1 (1.4)	
SL-2 (2.1)	Assist neighborhood residents with a broad spectrum of public service activities	CDBG	People	2878	
O-3 (3.1)	Use CDBG, HOME and ESG funds to coordinate, monitor and implement the Consolidated Plan objectives	CDBG, HOME, ESG	Reports	5	
O-3 (3.2)	Affirmatively further fair housing through fair housing education, outreach, investigation and enforcement		Seminars or Outreach Programs	5	
O-3 (3.4)	Work closely with Metro Dallas homeless Alliance to accurately assess available resources to the homeless		Participate in annual homeless count	5	

New Specific Objective

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-1	Availability of Decent Housing						
DH-1 (1.1)	New Construction of affordable owner occupied housing)	HOME	Performance Indicator #1 Housing units	2010	7	5	71%
				2011	5	5	100%
		Source of Funds #2		2012	3	5	167%
				2013	7		0%
		Source of Funds #3		2014	3		0%
	Specific Annual Objective		MULTI-YEAR GOAL		25	15	60%
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!

**New Specific
Objective**

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-1	Availability of Decent Housing						
DH-1 (1.2)	Specific Objective: Provide down payment and/or closing cost assistance to income eligible home buyers (e.g. First Time Homebuyer assistance 19)).	HOME	Households	2010	19	17	89%
				2011	20	15	75%
		Source of Funds #2		2012	20	14	70%
				2013	8		0%
		Source of Funds #3		2014	4		0%
	Specific Annual Objective		MULTI-YEAR GOAL		71	46	65%
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!

New Specific Objective

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-1	Specific Annual Objectives						
	Availability of Decent Housing						
DH-1 (1.3)	Specific Objective: Provide outreach and education to Section 8 "Family Self Sufficiency Program" participants on the process of financing, buying and owning a home 10)	Source of Funds #1	people	2010	10	10	100%
				2011	10	10	100%
		Source of Funds #2		2012	10	20	200%
				2013	10		0%
	Specific Annual Objective	Source of Funds #3	MULTI-YEAR GOAL	2014	10		0%
					50	40	80%
		Source of Funds #1		2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
	Specific Annual Objective		MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1		2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
	Specific Annual Objective	Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
	Specific Annual Objective		MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1		2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!



Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-1	Specific Annual Objectives						
	Availability of Decent Housing						
DH-1 (1.4)	Specific Objective: Provide classes and/or seminars to potential homebuyers on the requirements and processes of buying, financing and maintaining a home.	Source of Funds #1	Performance Indicator People	2010	35	17	49%
		Source of Funds #2		2011	35	14	40%
				2012	20	16	80%
		Source of Funds #3		2013	10		0%
	Specific Annual Objective		MULTI-YEAR GOAL	2014	10		0%
					110	47	43%
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
				2012			#DIV/0!
		Source of Funds #3		2013			#DIV/0!
	Specific Annual Objective		MULTI-YEAR GOAL	2014			#DIV/0!
						0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
				2012			#DIV/0!
		Source of Funds #3		2013			#DIV/0!
	Specific Annual Objective		MULTI-YEAR GOAL	2014			#DIV/0!
						0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
				2012			#DIV/0!
		Source of Funds #3		2013			#DIV/0!
	Specific Annual Objective		MULTI-YEAR GOAL	2014			#DIV/0!
						0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
				2012			#DIV/0!
		Source of Funds #3		2013			#DIV/0!
	Specific Annual Objective		MULTI-YEAR GOAL	2014			#DIV/0!
						0	#DIV/0!

**New Specific
Objective**

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-1	Availability of Decent Housing						
DH-1 (1.5)	Specific Objective: Purchase, Rehab., Resell Vacant, Single Family Homes	Source of Funds #1 CDBG/NSP	Performance Indicator Housing Units				#DIV/0!
		Source of Funds #2		2012	2	0	0%
		Source of Funds #3		2013	2		0%
				2014	2		0%
	Specific Annual Objective		MULTI-YEAR GOAL		6	0	0%
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
		Source of Funds #3		2012			#DIV/0!
				2013			#DIV/0!
				2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
		Source of Funds #3		2012			#DIV/0!
				2013			#DIV/0!
				2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!

New Specific Objective

New Specific Objective

New Specific Objective

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-2 Affordability of Decent Housing (Homelessness)							
DH-2 (2.2)	Specific Objective: Provide 10 households with Tenant Based Rental Assistance	HOME	Performance Indicator Households	2010	2	0	0%
				2011	2	2	100%
		Source of Funds #2		2012	1	0	0%
				2013	0		#DIV/0!
		Source of Funds #3		2014	0		#DIV/0!
	Specific Annual Objective		MULTI-YEAR GOAL		5	2	40%
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!

**New Specific
Objective**

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-2	Affordability of Decent Housing (Homelessness)						
DH-2 (2.3)	Specific Objective: Provide assistance to avoid homelessness/eviction.	ESG	Performance Indicator #1 People	2010	105	80	76%
				2011	357	170	48%
		CDBG		2012	90	72	80%
				2013	90		0%
		Source of Funds #3		2014	102		0%
	Specific Annual Objective		MULTI-YEAR GOAL		744	322	43%
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!

**New Specific
Objective**

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-2	Affordability of Decent Housing (Homelessness)						
DH-2 (2.4)	Specific Objective: Provide Section 8 Housing Vouchers.	Section 8	Performance Indicator #1 Households	2010	1463	1468	100%
				2011	1463	1549	106%
		Source of Funds #2		2012	1463	1463	100%
				2013	1463		0%
		Source of Funds #3		2014	1525		0%
	Specific Annual Objective		MULTI-YEAR GOAL		7377	4480	61%
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!

New Specific Objective

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed		
DH-3	Sustainability of Decent Housing (Rehabilitation)								
DH-3 (3.1)	Specific Annual Objective Minor home Repair	Source of Funds #1	Performance Indicator #1 Housing Units	2010	7	29	414%		
				2011	9	17	189%		
		Source of Funds #2		2012	15	26	173%		
				2013	13		0%		
		Source of Funds #3		2014	11		0%		
			MULTI-YEAR GOAL			55	72	131%	
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!		
				2011			#DIV/0!		
		Source of Funds #2		2012			#DIV/0!		
		2013				#DIV/0!			
	Specific Annual Objective	Source of Funds #3		MULTI-YEAR GOAL	2014			#DIV/0!	
								#DIV/0!	
		Source of Funds #1	Performance Indicator #3		MULTI-YEAR GOAL			0	#DIV/0!
					2010			#DIV/0!	
		Source of Funds #2		2011			#DIV/0!		
				2012			#DIV/0!		
				2013			#DIV/0!		
			Source of Funds #3	2014			#DIV/0!		
		MULTI-YEAR GOAL				0	#DIV/0!		

New Specific Objective

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-3	Sustainability of Decent Housing (Rehabilitation)						
DH-3 (3.2)	Specific Annual Objective - Rehabilitation Loan Program (Rehab to Code)	CDBG	Performance Indicator #1 Housing Units	2010	10	1	10%
				2011	7	2	29%
		HOME		2012	5	7	140%
				2013	5		0%
		Source of Funds #3		2014	7		0%
	Specific Annual Objective		MULTI-YEAR GOAL		34	10	29%
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!

**New Specific
Objective**

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-1	Availability/Accessibility of Suitable Living Environment (Community Development)						
SL-1 (1.1)	Specific Objective: Assist neighborhood groups in completing community projects that enhance the physical appearance and/or the safety of the neighborhood.	Source of Funds #1 CDBG	Performance Indicator #1 People	2010	500	12,729	2546%
				2011	3600	1,988	55%
		Source of Funds #2		2012	3600	3124	87%
				2013	0		#DIV/0!
		Source of Funds #3		2014	0		#DIV/0!
	Specific Annual Objective		MULTI-YEAR GOAL		7,700	17,841	232%
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!



Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-1	Availability/Accessibility of Suitable Living Environment (Community Development)						
SL-1 (1.2)	Specific Objective: Maintain physical appearance and safety of neighborhoods in income eligible areas through code compliance.	Source of Funds #1 CDBG	Performance Indicator #1 People	2010	72300	72,330	100%
		Source of Funds #2		2011	72300	72330	100%
		Source of Funds #3		2012	72300	72,330	100%
				2013	72300		0%
	Specific Annual Objective		MULTI-YEAR GOAL	2014	72300		0%
					361500	216,990	60%
		Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
		Source of Funds #3		2012			#DIV/0!
				2013			#DIV/0!
			MULTI-YEAR GOAL	2014			#DIV/0!
						0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
		Source of Funds #3		2012			#DIV/0!
				2013			#DIV/0!
			MULTI-YEAR GOAL	2014			#DIV/0!

New Specific Objective

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-1	Availability/Accessibility of Suitable Living Environment (Community Development)						
SL-1 (1.3)	Specific Objective: Replace or rehabilitate deteriorating streets in income eligible areas.	Source of Funds #1 CDBG	Performance Indicator #1 People	2010	8428	8,428	100%
				2011	6171	6171	100%
		Source of Funds #2		2012	2811	2811	100%
				2013	2549		0%
	Specific Annual Objective	Source of Funds #3	MULTI-YEAR GOAL	2014	3360		0%
					50000	17,410	35%
		Source of Funds #1		2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
	Specific Annual Objective		MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1		2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
	Specific Annual Objective	Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
	Specific Annual Objective		MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1		2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!

**New Specific
Objective**

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-1	Availability/Accessibility of Suitable Living Environment (Homelessness)						
SL-1 (1.4)	Specific Objective: Provide operating and supportive services assistance to existing shelters for the homeless.	Source of Funds #1 ESG	Performance Indicator #1 People	2010	450	420	93%
				2011	450	400	89%
		Source of Funds #2		2012	450	337	75%
				2013	450		0%
		Source of Funds #3		2014	350		0%
			MULTI-YEAR GOAL		2150	1157	54%
	Specific Annual Objective	Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3	MULTI-YEAR GOAL	2014			#DIV/0!

New Specific Objective

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-1	Availability/Accessibility of Suitable Living Environment (Homelessness)						
SL-1 (1.5)	Specific Objective: Assist existing shelters in providing essential services to residents.	Source of Funds #1 ESG	Performance Indicator #1 People (people will be counted in goal SL-1 1.4)	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3	MULTI-YEAR GOAL	2014			#DIV/0!
					0		#DIV/0!
	Specific Annual Objective	Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3	MULTI-YEAR GOAL	2014			#DIV/0!
					0		#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
		Source of Funds #3		2013			#DIV/0!
			MULTI-YEAR GOAL	2014			#DIV/0!
					0		#DIV/0!
			MULTI-YEAR GOAL	2010			#DIV/0!
				2011			#DIV/0!
				2012			#DIV/0!
				2013			#DIV/0!
				2014			#DIV/0!



Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-2	Availability/Affordability of Suitable Living Environment (Special Needs)						
SL-2 (2.1)	Specific Annual Objective - Assist neighborhood residents with a broad spectrum of public service activities.	Source of Funds #1 CDBG	Performance Indicator #1 People	2010	2817	2,817	100%
				2011	2956	1867	63%
		Source of Funds #2		2012	2498	1886	76%
				2013	3638		0%
	Specific Annual Objective	Source of Funds #3	Performance Indicator #2	2014	2878		0%
					14787	6,570	44%
		Source of Funds #1		2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
						0	#DIV/0!
			Performance Indicator #3	2010			#DIV/0!
		Source of Funds #1		2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
		Source of Funds #3		2013			#DIV/0!
				2014			#DIV/0!
						0	#DIV/0!
			Performance Indicator #3	2010			#DIV/0!
		Source of Funds #1		2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
		Source of Funds #3		2013			#DIV/0!
				2014			#DIV/0!
						0	#DIV/0!
			Performance Indicator #3	2010			#DIV/0!
		Source of Funds #1		2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
		Source of Funds #3		2013			#DIV/0!
				2014			#DIV/0!
						0	#DIV/0!



Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
EO-1	Availability/Accessibility of Economic Opportunity						
EO-1 (1.1)	Specific Objective: Provide income eligible residents training in skills that enhance their income earning potential and thus reduce the number of families living in poverty.	Source of Funds #1	Performance Indicator #1 Residents	2010	101	96	95%
				2011	10	10	100%
		Source of Funds #2		2012	50	0	0%
				2013	0		#DIV/0!
		Source of Funds #3		2014	0		#DIV/0!
			MULTI-YEAR GOAL		161	106	66%
	Specific Annual Objective	Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!

New Specific Objective

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
O-3	Other (Sustainability)						
O-3 (3.1)	Specific Objective: Use CDBG, HOME and ESG funds to coordinate, monitor and implement the Consolidated Plan objectives.	Source of Funds #1	Performance Indicator #1 Reports	2010	3	3	100%
		Source of Funds #2		2011	3	3	100%
				2012	2	2	100%
		Source of Funds #3		2013	2		0%
			MULTI-YEAR GOAL	2014	5		0%
					10	8	80%
	Specific Annual Objective: Complete Annual Action plans an CAPERS.	Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
				2012			#DIV/0!
		Source of Funds #3		2013			#DIV/0!
			MULTI-YEAR GOAL	2014			#DIV/0!
					0	0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
		Source of Funds #2		2011			#DIV/0!
				2012			#DIV/0!
		Source of Funds #3		2013			#DIV/0!
			MULTI-YEAR GOAL	2014			#DIV/0!
						0	#DIV/0!

**New Specific
Objective**

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
O-3	Other (Sustainability)						
O-3 (3.2)	Specific Objective: Affirmatively further fair housing through fair housing education, outreach, investigation and enforcement.	Source of Funds #1	Performance Indicator #1 Seminars or Outreach Programs	2010	5	5	100%
				2011	5	29	580%
		Source of Funds #2		2012	5	39	780%
				2013	0	0	#DIV/0!
		Source of Funds #3		2014	5		0%
			MULTI-YEAR GOAL		20	73	365%
		Source of Funds #1	Performance Indicator #2 Cases	2010	4		0%
	Specific Annual Objective			2011	4		0%
		Source of Funds #2		2012	4		0%
				2013	4		0%
		Source of Funds #3		2014	4		0%
			MULTI-YEAR GOAL		20	0	0%
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!

**New Specific
Objective**

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
O-3	Other (Sustainability)						
O-3 (3.3)	Specific Objective: Aid CDBG eligible neighborhoods with the development of neighborhood plans that encourage neighborhood vitality, sense of community and quality of life.	Source of Funds #1	Performance Indicator #1 Neighborhoods	2010	2	1	50%
				2011	2	1	50%
		Source of Funds #2		2012	1	0	0%
				2013	0	0	#DIV/0!
		Source of Funds #3		2014	0	0	#DIV/0!
						2	40%
	Specific Annual Objective	Source of Funds #1	Performance Indicator #2	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
						0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
						0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!
				2011			#DIV/0!
		Source of Funds #2		2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #3		2014			#DIV/0!
						0	#DIV/0!
			MULTI-YEAR GOAL			0	#DIV/0!

New Specific Objective

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed	
Specific Annual Objectives								
O-3	Other (Sustainability)							
O-3 (3.4)	Specific Objective: Continue working closely with the Metro Dallas Homeless Alliance to accurately assess resources available to the homeless.	Source of Funds #1	Performance Indicator #1 Participate in the annual point in time homeless count	2010	1	1	100%	
				2011	1	1	100%	
		Source of Funds #2		2012	1	1	100%	
				2013	1		0%	
		Source of Funds #3		2014	5		0%	
				MULTI-YEAR GOAL		N/A	3	#VALUE!
	Specific Annual Objective	Source of Funds #1	Performance Indicator #2 Continue participation in local and regional homeless concerns organizations such as Metro Dallas Homeless Alliance	2010				#DIV/0!
				2011			#DIV/0!	
		Source of Funds #2		2012			#DIV/0!	
				2013			#DIV/0!	
Source of Funds #3		2014				#DIV/0!		
			MULTI-YEAR GOAL		N/A	0	#VALUE!	
		Source of Funds #1	Performance Indicator #3	2010			#DIV/0!	
				2011			#DIV/0!	
		Source of Funds #2		2012			#DIV/0!	
				2013			#DIV/0!	
		Source of Funds #3		2014			#DIV/0!	
			MULTI-YEAR GOAL			0	#DIV/0!	

Appendix G
Standard Policies and Procedures for
Provision of Emergency Solutions Grant
Assistance

STANDARD POLICIES AND PROCEDURES FOR EMERGENCY SOLUTIONS GRANT ASSISTANCE

1.1. Purpose

This section introduces the City of Garland Emergency Solution Grant (ESG) and outlines the scope and purpose of this Policy and Procedure Manual (referred to herein as "Manual"). This Manual establishes guidelines, procedures, responsibilities, and process necessary for effective management of the City of Garland Emergency Solution Grant Programs, in accordance with applicable Federal, state, and local laws and guidelines. Full implementation of these guidelines will allow the City of Garland to:

- Establish effective and efficient administration of the Federal grant awards through the application of sound management practices; and
- Assume responsibility for administering the grant awards in a manner consistent with underlying agreement, program objectives, and terms and conditions set forth in the Federal award.

1.2. Objectives of the ESG Program

Consistent with the mandate adopted by the U.S. Department of Housing and Urban Development for the ESG Program, the purpose of the Garland ESG Program is:

- to engage homeless individuals and families living on the street;
- to improve the number and quality of emergency shelters for homeless individuals and families;
- to help operate these shelters;
- to provide essential services to shelter residents;
- to rapidly re-house homeless individuals and families; and
- to prevent families and individuals from becoming homeless

1.3 Program Funding

The ESG programs described herein are federally funded programs paid through an entitlement grant awarded each year by the U.S. Department of Housing and Urban Development (HUD) to the City of Garland as grantee. Funding will be utilized to:

- to help operate emergency shelters for homeless individuals and families
- to help shelters provide essential services to shelter residents

- to rapidly re-house homeless individuals and families by providing security and utility deposits and rent and utility assistance for up to 24 months
- to prevent families and individuals from becoming homeless by provision of rent assistance for up to 24 months
- to provide appropriate supportive services in conjunction with housing activities

Accordingly, the availability of the ESG services described herein is contingent on federal ESG funds in any given year. Any changes in the federal funding (increase or decrease or shifts in funding level) may cause changes to this ESG program. The City of Garland has no obligation to fund the ESG program described herein if and to the extent that federal ESG funding becomes unavailable.

1.4 Continuum of Care Process

The passage of the Stewart B. McKinney Homeless Assistance Act in 1987 brought new funding opportunities for housing and supportive services for persons that are homeless from the Department of Housing and Urban Development (HUD). To facilitate the creation of effective systems of delivering supportive services to homeless persons, HUD introduced the Continuum of Care process in 1995. As a result, the City of Dallas became the overseer of a consortium of social service agencies, business, faith based organizations, and volunteers in identifying the needs of persons that are homeless and generating plans to meet those needs. Because of the legislation and subsequent amendments, the City of Garland has been participating in the Consortium, although not receiving funding, since 2000.

Currently, Metro Dallas Homeless Alliance (MDHA), a non-profit community based organization, administers the Continuum of Care process, and the City of Garland is an active participant. MDHA is recognized as the authority on homeless issues for Dallas/Collin counties and will provide oversight, and recommendations of appropriate oversight and recommendations of appropriated policies regarding the operations of the City's funded homeless services programs including those of the Emergency Solutions Grant. MDHA accomplishes this through its membership and Continuum of Care Committees. Each committee is composed of representation from the Continuum of Care Member Agencies, and the City of Garland as well as homeless or formerly homeless people. Each committee meets at least monthly.

The City of Garland will fully comply with all regulations for the Emergency Solutions Grant as published in the Code of Federal Regulations (24 CFR part 84, 85, 91 & 576) It shall also comply with all Federal, State, and local fair housing and property laws concerning rental properties.

1.5 Agency Overview

Recognizing the needs of persons that are homeless or at risk of homelessness, the City designates Development Services/Planning/Housing and Community Services as the lead agency in administering and implementing programs designed to meet the needs and gaps in services identified through the continuum of care process. H&CS is the primary division responsible for planning, developing, implementing, managing, and monitoring all the Emergency Solutions Grant programs developed to meet the identified needs. The program reports to the Development Services Managing Director through the H&CS Manager.

The administration of the ESG program is accomplished under the umbrella of the Housing and Community Services Division within the Development Services Department. The Housing and Community Services Manager performs supervision for all ongoing functions of the program and ensures that program regulations are being met. The H&CS Manager is responsible for oversight of subrecipients and ensuring that case management services, completion of housing inspections and determining rent reasonableness requirements to program participants. The H&CS Manager likewise ensures that supportive services provided by the subrecipients assigned to each activity comply with established policy and procedure guidelines. The City's Sr. Financial Analyst provides budget, and accounting support services.

1.6 Implementation and Effective Date

This Manual is the working copy of the City of Garland's Emergency Solutions Grant effective October 1, 2012. It is designed and is intended to be a tool for the administration of the Emergency Solutions Grant Program. It is intended to be, and remain consistent with all regulations for the Emergency Solutions Grant program as published in the Code of Federal Regulations (24 CFR parts 84, 85, 91 & 576), OMB Circular A-87, the City of Garland Administrative Guidelines, and all applicable Federal rules and guidelines. It shall also comply with all Federal, State, and local fair housing laws and property laws concerning rental properties.

1.7 Amendments

The City of Garland, H&CS reserves the right to amend this Manual, or any part thereof, at any time, as it deems appropriate in its sole discretion, provided such amendments is consistent with and does not alter the Emergency Solutions Grant Program regulations as published in the Code of Federal Register. Such amendments shall be in writing, prepared by the H&CS Manager and approved by the Director of Development Services.

All changes to this manual will be in writing, and will be effective as of the date shown thereon. Staff members and subrecipients involved either in the provision of services to program participants, financial coordination and grant management process, will be trained and provided copies of amendments to this Manual. H&CS Manager is

responsible for monitoring the process to ensure adherence and compliance with established policy and procedure guidelines by subrecipients.

2. PROGRAM DESCRIPTION AND GOALS

2.1 Program Administration

The City of Garland/Housing and Community Services oversees the programmatic and financial administration of the Emergency Shelter Grant Program. The program provides the necessary supportive services needed to enable program participants to obtain and/or maintain stable housing, increase skills/income, and achieve greater self-determination.

2.2 Program Size and Capacity

2.3 Program Objectives

- A. The purpose of the Rapid Re-Housing Program is to: a) help homeless persons living on the streets or in an emergency shelter transition as quickly as possible into permanent housing, and to: b) help such persons achieve stability in that housing
- B. The purpose of the Homeless Prevention Program is to prevent persons from becoming homeless in a shelter or an unsheltered situation and to assist such persons or families regain stability in their current housing or other permanent housing

3. PROGRAM OBJECTIVES

3.1 Client Eligibility

This section sets forth the minimum eligibility requirements for the Emergency Solutions Grant Rapid Re-housing and Homeless Prevention Programs. Any person seeking assistance under either of these programs must meet these minimum requirements.

3.1.1 Eligible Clients

- A. Rapid Re-Housing Program - a person or family must be **literally homeless** as defined in section 3.1.2 below.
- B. Homeless Prevention Program – Extremely low income individuals and families (household income at or below 30% of family AMI) **at risk of becoming homeless** and at risk of moving into an emergency shelter of place not meant for human habitation (categories 2, 3 and 4, but not literally homeless)

3.1.2 The Homeless Categories

- 1) Literally homeless individuals and families
 - A) Sleeping in a place not designed for or ordinarily used as a regular sleeping accommodation
 - B) Living in a shelter designated to provide temporary living arrangements (congregate shelters, transitional housing, hotels and motels paid for by charitable organizations)
 - C) Exiting an institution (jail, hospital) where they resided for 90 days or less and were residing in an emergency shelter or place not meant for human habitation immediately before entering the institution
- 2) Individuals/families who will imminently lose their primary nighttime residence within 14 days and have no subsequent residence identified AND lack the resources or support networks needed to obtain other permanent housing
- 3) Unaccompanied youth under 25 or families with children and youth who do not otherwise qualify as homeless, but who
 - A) Meet homeless definition under another federal statute AND
 - B) Have not had lease, ownership interest or occupancy agreement in permanent housing at any time during the last 60 days AND
 - C) Have experienced two or more moves during the last 60 days AND
 - D) Can be expected to continue in such status for an extended period of time because of:
 - i) Chronic disabilities or;
 - ii) Chronic physical health or mental health conditions, or;
 - iii) Substance addition, or;
 - iv) Histories of domestic violence or childhood abuse (including neglect), or;
 - v) Presence of a child or youth with a disability, or;
 - vi) Two or more barriers to employment
- 4) Individuals/families fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or other dangerous or life-threatening conditions related to violence, who
 - A) Have no identified subsequent residence; AND
 - B) Lack the resources and support networks needed to obtain other permanent housing

3.2 Ineligible Persons

Persons that do not meet the homeless categories above may not receive assistance under the Rapid Re-housing Program.

An individual is not considered homeless if he/she is:

- 1) In housing, even though he/she is paying an excessive amount for housing, the housing is substandard and in need of repair, or the housing is crowded;
- 2) Is currently incarcerated and was not homeless prior to incarceration;

- 3) Is living in a Board and Care, Adult Congregate Living Facility, or similar place;
- 4) Is being discharged from an institution that is required to provide or arrange housing upon release;
- 5) Wards of the State.

3.3 Intake and Eligibility Screening

Method of Application – All applicants must complete an application packet provided by the Rapid Re-housing Organization. Each sponsoring agency performs outreach activities, conducts the eligibility screening process, screens for appropriateness/readiness for the program, and collects documentation as appropriate to determine each person's eligibility and readiness for the program.

Information required on the MDHA HMIS Universal Intake form will be collected during the initial Eligibility Screening. Upon acceptance into the Rapid Re-housing or Homeless Prevention Program, applicant information will be entered into the Homeless Management Information System.

Sub-recipients will maintain documentation of eligibility on all households seeking assistance. If it is determined that a household is ineligible, documentation must reflect the reasons for ineligibility.

Rapid Re-housing clients will be evaluated for eligibility and need for assistance initially and at least annually. However, clients will be re-evaluated each time a participant experiences a change in income, household composition.

Homeless Prevention clients will be evaluated for need initially and re-assessed at a minimum of every 3 months to review the amount and types of assistance needed to retain housing

Timing – Applications to the Rapid Re-housing will be accepted based on funding availability.

3.4 Documentation of Homelessness

In determining eligibility, the Case Manager will obtain and provide documentation to support the applicant's homelessness as required by the regulations in the Code of Federal Register (24 CFR part XXXX).

1) Literally Homeless

- Written observation by the outreach worker;
- Written referral by another housing or service provider;
- Certification by the individual or head of household seeking assistance stating that (s)he was living on the streets or in a shelter;
- For individuals exiting an institution – one of the forms of evidence above and
 - Discharge paperwork or written/oral referral;
 - Written, record of intake worker's due diligence to obtain above evidence and certification by individual that they exited an institution

2) Imminent Risk of Homelessness

- A court order resulting from an eviction action notifying the individual or family that they must leave; or
- For individual and families leaving a hotel or motel – evidence that they lack the financial resources to stay; or
- A documented and verified oral statement; and
 - Certification that no subsequent residence has been identified; and
 - Self-certification or other written documentation that the individual lacks the financial resources and support necessary to obtain permanent housing

3) Homeless under Other Federal Statutes

- Certification by the nonprofit or state or local government that the individual or head of household seeking assistance met the criteria of homelessness under another federal statute; and
- Certification of no Permanent housing in the last 60 days; and
- Certification by the individual or head of household, and any available supporting documentation that (s)he has moved two or more times in the past 60 days; and
- Documentation of special needs or 2 or more barriers

4) Fleeing or Attempting to Flee DV

- For Victim Service Providers – an oral statement by the individual or head of household seeking assistance which states: they have no subsequent residence; and they lack resources. Statement must be documented by a self-certification or a certification by the intake worker.
- For non-Victim Service Providers

- Oral statement by the individual or head of household seeking assistance that they are fleeing. This statement is documented a self-certification or by the caseworker. Where the safety of the individual or family is not jeopardized, the oral statement must be verified; and
- Certification by the individual or head of household that no subsequent residence has been identified; and
- Self-certification, or other written documentation, that the individual or family lacks the financial resources and support networks to obtain other permanent housing.

3.5 Unit Requirements

- A. Habitability Assessment is required for both Rapid Re-housing and Homeless Prevention Programs
 - 1) Sub-recipients have the option of contracting with the Garland Housing Agency to perform the inspections or
 - 2) Conducting the assessment in-house using the Habitability Check List provided that staff complete the certification process offered through HUD
- B. Lead-Based Paint Requirements
 - 1) A Lead-based paint visual assessment is required any time a child under the age of 6 will be living in the unit and it was constructed before 1978.
 - 2) The inspection may be conducted as above for the habitability standards.
- C. Rental assistance cannot be provided unless the unit's rent is reasonable in relation to the rents being charged for a comparable unit in the private market.
Procedures for Rent Reasonable Calculation
- D. Rent assistance provided cannot exceed the FMR established by HUD. FMR for the Dallas area is by zip code and may be found at XXXXXXXX.

3.6 Lease and Assistance Agreements

- A. A written lease between the program participant and owner/property manager is required. There also must be a written Agreement between the program participant and the service organization defining the organization's responsibilities and the program participant's responsibilities.
- B. All services will be tenant based.
- C. Rental assistance may include
 - 1. Arrears – a one- time payment for up to 3 months of rent in arrears, including late fees
 - 2. Late Fees Payment is only allowed in combination with the one-time arrearage payment
 - 3. Use with other subsidies – Rental Assistance will not be used in combination with other subsidies.

4. Maximum period of Assistance and Amounts –

- a) Limits apply to total assistance an individual receives, either as an individual or as part of a family
- b) Financial assistance will not exceed 24 months (this includes the number of months of arrearages paid + the number of months of assistance.
- c) Subrecipients are encouraged to establish a program that requires clients to assume a portion of rental costs, depending on their ability to do so.
- d) Case Management review will determine client's ability to assume responsibility for rent/
- e) Eligible Financial Assistance
 - a) Rental Application Fee
 - b) Security Deposits (cannot exceed 2 month's rent)
 - c) Last month's rent (if required, cannot exceed 1 month's rent)
 - d) Utility Deposit
 - e) Utility Payment (arrearage may also be paid – up to 6 month's)
 - f) Moving cost

D. Services

1. Housing Search and Placement – Services or activities necessary to assist program participants in locating, obtaining and retaining suitable permanent housing
2. Case Management – Assessing (initial and periodic re-evaluations), arranging, coordinating, and monitoring the delivery of services to facilitate housing stability for participants
 - a) A minimum of 1 meeting per month per client is mandatory.
 - b) Housing Stability Planning to assist client in retaining permanent housing Post ESG assistance is required.
3. Mediation between participant and owner, only if necessary to prevent loss of permanent housing
4. Legal services if necessary to resolve a legal problem that prohibits the participant from obtaining permanent housing or will likely result in the loss of permanent housing (landlord/tenant matters; child support; guardianship, paternity, emancipation, and legal separation; orders of protection and other civil remedies for victims of DV; appeal of veterans and public benefit claim denials; and the resolution of outstanding criminal warrants). Ineligible legal services include immigration and citizenship, or mortgage related services.
5. Credit Repair Credit counseling and other services necessary to assist with critical skills related to household budgeting, managing money, accessing a free personal credit report, and resolving personal credit problems. Ineligible services include the payment or modification of a debt.

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals

and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

August 13, 2014

Signature/Authorized Official

Date

City Manager

Title